



ANDERSON COLLEGE LIBRARY

*Anderson  
College*

*General Catalog  
1980-1981*

## **Accreditation:**

Southern Association of Colleges and Schools  
National Association of Schools of Music

## **Institutional Memberships:**

National Association of Schools of Music  
American Association of Community and Junior Colleges  
National Council of Independent Junior Colleges  
American Council on Education  
Southern Association of Community and Junior Colleges  
Association of Southern Baptist Colleges and Schools  
South Carolina Association of Colleges and Universities  
South Carolina College Council  
Council for Advancement and Support of Education  
College Entrance Examination Board

## **Non-Discrimination**

Anderson College accepts students on the basis of academic qualifications, character, and evidence of the potential to benefit from the college experience. The college accepts all qualified applicants regardless of race, religious creed, place of national origin, sex, age, or ethnic group.

Title IX Coordinator — Robert L. Richardson, Counseling Center (1st floor Merritt Bldg.) ext. 214.

Coordinator for the Handicapped — B. J. Taylor, Office of the Vice President for Business Affairs (2nd floor Merritt Bldg.) ext. 329.

## **Limitation**

The rules and regulations by which the program of the college is operated, the curricular offerings, graduation requirements and charges for services are subject to change upon suitable notice. The contents of this catalog are not binding upon the institution for more than the period of time indicated by the effective dates of this publication.

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**Anderson College  
Academic Calendar  
1980-81**

**Summer Term**

June 4-July 9 — Five Week Term  
June 9-June 27 — Three Week Term  
July 7-July 25 — Three Week Term  
July 10-August 12 — Five Week Term  
July 23-August 12 — Three Week Term

**Orientation '80 for Freshmen and Parents**

June 23 and 24 — Monday and Tuesday  
June 27 and 28 — Friday and Saturday  
July 18 and 19 — Friday and Saturday  
August 1 and 2 — Friday and Saturday

**First Semester — August-December, 1980**

August	15	Friday	Faculty Meeting
	18	Monday	Freshman Residents Check-in, Academic Advising
	20	Wednesday	Returning Students Check-in
	21	Thursday	Registration
	22	Friday	Registration
	25	Monday	Classes Begin
	27	Wednesday	Opening Convocation, Last Day to Add a Class
October	6	Monday	Faculty Retreat, Student Holiday
	7	Tuesday	Faculty Retreat, Student Holiday
	13	Monday	Middle of the Semester
	17	Friday	Mid-Term Grades Due
November	14	Friday	Last Day to Withdraw from a Class
	15	Saturday	Open House for Prospective Students
	27	Thursday	Thanksgiving Break
	28	Friday	Thanksgiving Break
December	11	Thursday	Final Exams Begin
	19	Friday	Final Exams End Christmas Holidays

## **Second Semester — January-May, 1981**

January	8	Thursday	Registration
	9	Friday	Registration
	12	Monday	Classes Begin
	14	Wednesday	Last Day to Add a Class
	17	Saturday	Open House for Prospective Students
February	7	Saturday	Open House for Prospective Students
March	2	Monday	Middle of the Semester
	6	Friday	Mid-Term Grades Due
	16	Monday	Spring Break Begins
	22	Sunday	Spring Break Ends
	23	Monday	Classes Resume
April	10	Friday	Last Day to Withdraw from a Class
	17	Friday	Good Friday, College Holiday
	19	Sunday	Easter Sunday
May	5	Tuesday	Final Exams Begin
	13	Wednesday	Final Exams End
	16	Saturday	Alumni Day
	17	Sunday	Graduation

## **Summer Term, 1981**

- June 8-July 10 — Five Week Term
- June 8-June 26 — Three Week Term
- July 6-July 24 — Three Week Term
- July 13-August 14 — Five Week Term
- July 27-August 14 — Three Week Term



# **Introduction**

## **Purpose**

Anderson College is a private coeducational liberal arts junior college sponsored by the South Carolina Baptist Convention. The primary purpose of the college is to provide Christian higher education under the influence of a Christian faculty and administration. Christian education is defined as the development of the full potential of the individual student, mentally, physically, socially, morally, and spiritually within the perspective of the Christian world view and value system.

The student body consists of both resident and commuting students. The basic academic program of the college is that of liberal arts with special consideration given to college transfer. The college also seeks to meet the needs of the community by providing a limited number of terminal and vocational curricula. These programs are supplemented by programs of life-long continuing education as determined by the educational needs of the community and the ability of the college to respond to these needs.

## **College History**

Anderson College traces its origin to one of the first institutions of higher learning for women in the United States. The Johnson Female Seminary opened in the Village of Anderson in 1848. The names of many of the older families of the community are found in the extant class rolls of the old seminary. The founder of the Johnson Female Seminary was the Rev. William B. Johnson, a Baptist minister who was president of the national Triennial Baptist Convention and later the first president of the Southern Baptist Convention.

The school Mr. Johnson founded was forced to close during the Civil War and did not reopen. But in time a new generation carried on where the old institution had stopped. A group of public-spirited local citizens, desirous of an institution of higher learning in Anderson, offered thirty-two acres of choice land and \$100,000 to the South Carolina Baptist Convention at its meeting in 1910. Following a favorable response, a group of trustees was nominated, confirmed by action of the South Carolina General Assembly in 1911, which incorporated Anderson College. The college opened its doors to students in the autumn of 1912. From 1912 to 1930 it operated as a senior college for women composed of resident and commuting students, but in 1930 qualified males were accepted as day students. In 1929 the South Carolina Baptist Convention approved the institution's transition to a junior college. From the autumn of 1930 to the present Anderson College has functioned in that role.

The institution has changed considerably since its founding both in the type of program offered and in the composition of the student body. The basic underlying purpose of the college has not changed. It is today what it has always been, an institution of higher learning with an atmosphere of Christian concern.

## **The Campus**

Anderson College is located within the city limits of Anderson, South Carolina, on a campus that contains 32 acres, plus 12 adjoining acres, which were purchased recently. The campus lies in the northeastern part of the city in a residential area. This location offers easy access to the downtown business district and to many local churches. More than a hundred oak trees grow on the campus which is landscaped in a series of rising terraces, with flower-bordered walks and driveways. Wisteria, dogwood; azaleas, a rose garden, and formal memorial gardens add to the natural beauty of the grounds.

## **Merritt Administration Building**

This three-story building contains the offices of the President, Academic Dean, Vice President for Student Development, Development Office, Vice President for Business Affairs, Counseling Center, Admissions Office, Parlors, Alumni Office, News Office, auditorium and dining room.

## **Denmark and Pratt Hall**

The two dormitories for women flank the administration building and are connected to it by colonnades. Parlors are provided for the residents as well as recreation rooms and kitchenettes.

## **Rouse and Lawton Hall**

Three units of the dormitory for men provide housing for 204 male students. Built in 1962, the dormitory is equipped with a lounge and recreational space. The third wing of the dormitory was completed in 1970. All of the three wings of the dormitory are air conditioned.

## **Olin D. Johnston Library**

The library, completed in the fall of 1974, houses a collection of over 25,000 volumes. The main reading room is furnished with individual carrels which are wired to accommodate the full range of electronic learning equipment. A microfilm collection and reading equipment and four individual study rooms occupy the second floor. The library houses the Lily Strickland Music Alcove with music books, recordings, listening equipment, scores, and music memorabilia. The Gladys Johnston Room is a formal meeting room and houses rare books and furniture from the Johnston home. Mrs. Johnston, a former trustee of the college, was the donor of the library building. The reading and study skills center of the college is located in the library building.

## **Sullivan Music Building**

The music building houses the teaching studios and faculty offices, student practice rooms, listening and choir rehearsal rooms. A recital hall adjoins this building.

## **Student Center**

The Student Center is located on the back campus. Student services include the college book store and gift shop, a refreshment center and television room, the student post office, and recreational facilities. The registrar's office, financial aid office and business office are located in the west end of this building.

## **Rice Infirmary**

A modern infirmary was provided in 1960 by the Max Rice family of Belton. This is the student health care center. The Anderson Memorial Hospital is four blocks from the campus.

## **The Watkins Teaching Center**

The teaching center is completely equipped for audio-visual instruction in classrooms and for closed-circuit television. It contains an electronic language laboratory. The building is carpeted and completely air-conditioned. The equipment is departmentalized, giving adequate special equipment for specific teaching needs in each area of teaching. The labs are situated beside the science lecture rooms with storage space for lab equipment, specimens and chemicals.

The first floor has a conference room for committee meetings. The Watkins building has two auditoriums for lectures, tests, and meetings of the type that require a seating capacity beyond the normal classroom capacity.

## **John E. White Gymnasium**

This three-story building erected in 1960 houses the physical education and recreational program of the college. The gymnasium has a seating capacity of 800. Adjacent to this building are the tennis courts and athletic playing fields. The gym building is located near the student parking lot on the southeastern portion of the campus. The Smethers Athletic Field is at the rear of the gym building. Four tennis courts are at the rear of the gym. These facilities are used jointly by the physical education department and the varsity athletic department. The Religious Activities Center occupies a section of the gym building with director's office, conference area, and lounge. The second and third floors house 40 students.

## **Abney Athletic Center**

The Abney Center contains offices, lounges, concession area, dressing rooms, training room and a gymnasium with a seating capacity of two thousand. The Georgian Colonial architecture of this building complements the other buildings on the campus.

## **Proposed Buildings**

The rapidly growing Fine Arts Division at Anderson College will soon be housed under one roof when the proposed Fine Arts Center is built. Funds for its construction are being raised now. The Fine Arts Center will include a 1,000-seat chapel/auditorium, a 350-seat recital hall and complete teaching wings for the Theater, Music and Art departments. Faculty offices, recital rooms and an art gallery are planned for the new building. It will be constructed within the next five years.

# **Academic Program**

## **Offerings and Requirements**

As an accredited junior college, Anderson College offers the first two years of work for most four year degree programs. This catalog presents the transfer courses which should be taken as the first two years' work toward B.A. or B.S. degrees in many fields. In addition, terminal courses are offered those who wish to prepare for an occupation. The requirements for graduation with the Associate of Arts degree are 64 semester hours of college work including 12 semester hours of English, 6 of Religion, 1 of Physical Education or ROTC, with a minimum grade point average of 2.0. Requirements for the Associate of Arts in Fashion Merchandising include, in addition to the above, 15 semester hours of prescribed courses in that department. Students seeking the Associate of Arts in Business Education must follow the prescribed curriculum as shown on page 50. A certificate is awarded those who satisfactorily complete a prescribed one-year Secretarial Science course. The Associate of Fine Arts degree is awarded the student who completes the general requirements and the courses prescribed in the music curriculum described in the course description section of this catalogue.

Each student who earns a degree or certificate from the college must earn credit in a course entitled Contemporary Religious Experience. The student must have credit for this course for each semester of enrollment at Anderson College as a full-time student (12 or more semester hours). Students in night classes are not required to have this credit to graduate. The courses required for graduation, the recommended curricula, the individual course descriptions, and the academic regulations appear in other parts of this catalog.

## **Counseling Center**

The college operates a counseling center with a professional staff of academic and personal counselors. The Director of Academic Counseling coordinates the programs of academic orientation and academic advising. The Director of Personal Counseling coordinates group work, programming, assistance with adjustment problems, and co-directs the wilderness learning experiences. The center offers personal counseling, group sessions, academic placement testing, transfer counseling, vocational guidance, and comprehensive assessment of interests and needs which relate to selecting academic majors.

## **Anderson College Evening Division**

Anderson College attempts to fulfill the role of a community college by making educational opportunities more accessible to the community. A night school was begun in 1958. The requirements for entrance and graduation are basically the same as for the regular session.

The texts and time requirements are the same as the day school. Most classes meet once per week for a two-and-one-half hour period. Most of the students are those who, because of work and other responsibilities, find it impossible to attend the day school. Some of the local industries encourage their employees to take advantage of the educational opportunities of the school by providing a program of tuition reimbursement. Many graduates have completed all or most of their work in the Evening Division. For additional information, see page 43.

## **Continuing Education**

The college has periodically offered a program of non-credit Continuing Education as a community service. This program is open to anyone above the age of 16 who wishes to participate. Enrollment to students under age 16 requires permission of the instructor. All that is required for enrollment in a Continuing Education course is the submission of a completed enrollment form and the payment of fees. No tests or examinations are given. The credit awarded is the continuing education unit (c.e.u.).

## **Air Force and Army ROTC**

Anderson College has an agreement with Clemson University whereby Anderson College students, both male and female, can complete the first two years of the four-year ROTC program. To enroll in this program, students must be citizens of the U.S., be of sound physical condition, and enroll in courses leading to a B.A. or B.S. degree. Participation in the ROTC program entails travel to the Clemson University campus once weekly to attend one hour of classroom work and one hour of corps training laboratory. Uniforms are provided to enrolled students by Clemson University. A twenty-five dollar deposit is required which is refundable upon the return of the uniform. Completion of the two-year basic program at Anderson College does NOT carry any obligation at all. It does, however, permit the student to transfer to any College or University with the 4-year Army ROTC Program, and enter the Advanced ROTC Program.

## **Summer Session**

The needs of the Anderson College students and the students from other colleges who live in the surrounding area have been important in determining the courses and enrollment of the summer session. During a typical summer session, there are students from 35 colleges attending the summer session. Many high school graduates prefer to start their work during the summer and become acquainted early with the type of study required for college. Other students who are deficient in certain areas use the summer school as a time for remedial work.

## **High School ADVANCE Program**

High School ADVANCE is a program that permits rising seniors in high school to enroll in courses for college credit in the summer. Credit earned in this program may be applied toward a degree at Anderson College, or the credit may be transferred to another college or university. High School ADVANCE students must submit approval of their principal or guidance counselor for courses taken at Anderson College. If the High School ADVANCE student wishes to enroll in English or mathematics courses he must make a satisfactory score on the placement test.

## **In-Service Guidance**

In-Service Guidance is a program designed to provide practical educational experiences for students who are either interested in, or committed to, Christian service. The student is given an opportunity to examine the "call" to Christian service. Students are able to provide personal and professional identity with roles in ministry. Practical skills are taught in the classroom experience and applied in the practical activities. The program consists of a series of classes each semester each carrying one semester hour of credit. Students may engage in ministry activities off campus in churches, projects of the Mission Department of the South Carolina Baptist State Convention, or other Christian groups. Students may also serve in institutions and agencies of the denomination and churches. The courses offered in the in-service guidance program are found in the course description section of this catalog under the Religion department.

## **Foreign and Domestic Study/Travel**

The college offers several courses through a program of foreign and domestic study/travel. These are academic courses and some of the courses in the curriculum of the college are taught through this program. The instructor conducting the program prescribes reading and writing requirements and students attend lectures on campus prior to the travel experience. These programs are offered to students and to others on a credit or non-credit basis.

## **Independent Study**

The college offers an opportunity for its students and members of the community to fulfill certain course requirements or study needs outside the normal classroom setting through a program of independent study. A course will not be offered by independent study during an academic term in which that course is offered in traditional classroom study. Persons interested in the program of independent study may communicate with the office of the assistant academic dean for complete details.



# **Student Life**

## **Scope**

The Student Development Staff complements the learning experiences outside the formal educational experiences. In other words, the Vice President for Student Development and his staff cooperate with the instructors and their programs in an attempt to help one grow intellectually, physically, socially, and spiritually. The whole of one's educational experience is a cooperative endeavor.

The supervision of student life at Anderson College is handled by a student personnel staff including the Vice President for Student Development, Assistant Vice President for Student Development, Director of Men's Residential Living, Director of Women's Residential Living, and the Student Activities Director. These persons are skilled and equipped to help the students have a happy experience at Anderson College.

## **Resident Students**

The Assistant Vice President for Student Development and her staff make every effort to ensure harmonious and enjoyable living conditions conducive to study and comfort within the residence halls. Anderson College housing includes conventional single sex residence halls as well as small living units accommodating as few as four and as many as ten students. All housing is within 1½ blocks of the campus, and one may be assigned to a room in any housing unit. The females reside in Denmark, Pratt, Whyte, Boulevard House, Whyte Annex, Kingsley Hall, Duplex, and the College House. The males reside in North Rouse, South Rouse, Lawton, Kingsley Court, Modular Dorms and the Gym basement.

Students provide much of the leadership in the residence halls. Each of the main residence halls elects its own Hall Council which is designed to plan programs and to provide a government within the residence hall. The Resident Assistants are paid student leaders who are available to help guide their peers in developing a good community living situation.

Students who wish to reside in a residence hall must maintain an academic load of 12 semester hours. All students except those who are either a) married; b) veterans of more than 120 days of consecutive military duty; c) living with a parent or guardian; d) 21 years of age or older; or e) have lived in Anderson College housing for two consecutive semesters are required to live in Anderson College housing. Only in special and exceptional cases can these requirements be waived. Exceptions must be granted by the Vice President or Assistant Vice President for Student Development. Students who violate these guidelines will be subject to suspension from Anderson College. Students who are accepted as resident students receive a handbook on residential living prior to their arrival on campus. They are responsible for the information in the handbook.

## **Commuting Students**

The City of Anderson has a population of over 50,000, and there are many small towns adjoining the area. Anderson College is fortunate in this sense because many students desire to live at home and become commuting students at Anderson College. Approximately one-half the total student enrollment consists of commuting students. With this in mind, a conscious and concentrated effort is made to involve commuters so that they feel they are an integral part of student life. The Student Government Constitution calls for commuters to be appointed to student committees. There are commuting student intramural teams, and a Commuting Student Committee has its primary function to devise and implement plans to involve commuting students. An attractive commuting student lounge is located in the Student Center.

## **Student Activities**

Since all of one's time is not spent in "book" study, Anderson College provides a comprehensive program of supervised activities. A Student Activities Director helps coordinate campus activities with the help of the Social Board, a student committee designed to provide wholesome activities. Some of the many campus events are intramurals for men and women, movies, dances, concerts, talent shows, tournaments, such as ping-pong and billiards, and athletic events.

## **Athletics**

Students may participate in a strong intramural program which offers competition in softball, flag football, basketball, tennis and volleyball, as well as other sports, depending on interest. Anderson College fields inter-collegiate teams in men's and women's basketball and tennis.

## **Religious Life**

Because Anderson College is a private institution sponsored by South Carolina Baptists, religious activities are an important facet of campus life. Students are encouraged to become involved in a local church during their stay at Anderson College, and regularly scheduled chapel programs are mandatory. Religious activities are varied, and all students, regardless of denominational affiliation, or religious faith, can find some means of expression of his/her faith under the Campus Ministries program. The Campus Ministries Department also provides the following opportunities: dorm Bible study, state B.S.U. conventions, Christian Emphasis Week, work with retarded citizens, Journey Teams, work with nursing homes and juvenile detention center, large group Bible study, B.Y.W., Church Related Vocations Association, Anderson College Athletes for Christ, fellowships, and BREAKTHROUGH — a Christian Wilderness Learning Program.

## Campus Organizations

In addition to the religious organizations, opportunities for service and fellowship are offered by membership in the following: Music — College Choir, Pep Band, InnerACtion Singers, Handbell Choir, Wind Ensemble, Stage Band, and Anderson Symphony Orchestra; Honorary — Phi Theta Kappa, Delta Psi Omega, Alpha Pi Epsilon, Gamma Beta Phi; Service — Circle K; Others — Commercial Club, Hiking Club. Each campus organization must be approved by the College and each is under faculty or staff sponsorship. There are no national Greek-letter social fraternities or sororities at the College.

## Health Service

On-campus health care is provided mainly in Rice Health Center. A doctor visits the campus for an hour during week days, and a nurse is on duty to take care of student health needs when the doctor is not on campus. A complete health record is required of all students. Immunization and chest X-Rays are required from students within six months of entrance into college.

## Student Publications

Student publications include "Ivy Leaves," a literary journal published once a year; the "Echoes," a newspaper published fortnightly; and the "Columns," an annual. "Ivy Leaves" is sponsored by the English Department, and short stories, poetry, drama, and art are solicited from students. Major staff positions for the "Echoes" and the "Columns" are filled in the spring of each year. However, staff positions are always open for students who wish to serve on either publication. Over the years these two publications have received outstanding ratings in collegiate competition.

## Student Government

Every student enrolled at Anderson College is automatically a member of the Student Government Association. The object of the SGA is "to foster student interests and activities, to maintain high standards of scholarship and honor among students, to aid in administering regulations, and to transact business pertaining to the student body." The Administration and the Board of Trustees of Anderson College believe that the welfare of the College will be advanced by the development of an efficient system of self government among the students. Students have been entrusted to share in matters relating to student conduct, loyalty and honor. Students are given as much responsibility as they can responsibly handle. It is the duty of each student to uphold the highest standards of conduct, loyalty and honor in all phases of college life.

The Student Government Association has three branches: Executive, Legislative, and Judicial. The Executive Branch is composed of a President, Vice-President, Secretary and a President's Advisory Cabinet. The

Legislative Branch is composed of Senators. Each academic class automatically has eight members. The Vice-President of the SGA serves as the President of the Senate. The Judicial Branch is composed of a Disciplinary Committee consisting of six students and three faculty and/or staff members. The purpose of the Disciplinary Committee is to deal with charges brought against a student for violation of the Student Code of Conduct or charges referred by a Residence Hall Council.

Every student who wants to become involved in the Student Government Association has ample opportunity. The President of the SGA appoints members to committees under the jurisdiction of the SGA. Some of the committees are Elections Board, Social Board, Commuting Students Committee. Every student has an opportunity to serve whether one is commuter or resident, sophomore or freshman.

## **Summary**

Student Life at Anderson College covers a variety of experiences and opportunities. Opportunities are available for personal growth both inside and outside the classroom. The student personnel staff at Anderson College would like to have the opportunity to help you continue to achieve maturity and growth in your intellectual, physical, social, and spiritual development.

## **Social Regulations**

Anderson College is no exception in having a need to provide for student discipline. Everyone, regardless of age, is subject to discipline, and each student must learn to accept responsibility. With this in mind a Student Code of Conduct was framed to advise students of expected behavior. Violations of the Code of Conduct are referred to the Disciplinary Committee for a hearing, and if found guilty, sentencing. "Due Process" is observed throughout the disciplinary procedure. A more detailed explanation of student rights and judicial procedures is found in the Student Handbook.

## **Student Code of Conduct**

Every student that matriculates at Anderson College is held responsible for the Student Code of Conduct. By becoming a student, one agrees to abide by regulations and policies of Anderson College. A violation of this code represents a breach between the person(s) involved and the Student Government Association. One may be brought before the Disciplinary Committee for a violation of the following:

1. Knowingly furnishing false information to the college with the intention of deceiving.
2. Misusing college records and identification cards.
3. Disorderly, obscene, or indecent conduct on the Anderson College campus or at college-sponsored events. This is extended to events in which Anderson College is officially represented.

4. Physically abusing students, guests of Anderson College or physical abuse of persons in off-campus events in which Anderson College is officially involved.
5. Mentally antagonizing a person and/or placing him/her under threat of physical harm.
6. Using fireworks on campus unless permission is received from the Vice President for Student Development for use in special events.
7. Possessing firearms which includes, but is not limited to, shotguns, handguns, and ammunition.
8. The posssion of, consumption of, being under the influence of, and selling of alcoholic beverages on campus or at college-sponsored functions in which Anderson College is officially represented.
9. The illegal manufacturing, selling, possessing, or using of narcotics, marijuana, hypnotics, sedatives, tranquilizers, stimulants, hallucinogens, or other similar known harmful or habit-forming drugs and/or chemicals on the Anderson College campus.
10. Damage to, theft of, misuse or selling of college-owned property or property of others.
11. Gambling on campus.
12. Violating disciplinary regulations as handed down by the proper disciplinary body.
13. Failing to respond to a request by college personnel for a meeting, for identification, efforts to control a group situation, or a request in which the official feels, if unheeded, will jeopardize the student and/or the college.
14. The gathering of groups of students which poses a threat to college or private property, the disruption of the normal flow of traffic, causes injuries to persons, or involves indecent, obscene or disorderly conduct.
15. Knowingly and willfully abusing a position of trust.
16. Setting off a false fire alarm.
17. Being in or having someone in the Residence Hall of the opposite sex other than in the parlors and lounge during regular visiting hours, Open House, and at the beginning and end of school and vacation times when it is customary to help with transporting luggage.
18. Breaking into, or entering, a building that has been secured.
19. Entering into an illicit sexual relationship with a person of the opposite or same sex.

## **Interim Suspension**

In the event a student's actions on campus result in a clear and present danger to the students, faculty or staff or the property of students and/or the institution, the student may be placed on immediate interim suspension until there is a disposition of the disciplinary charge.

## **Presidential Right of Dismissal**

The President of the College is authorized by the Board of Trustees to request the withdrawal of any student whose presence in the College, for

reasons of health, conduct, or scholarship, does not meet with the approval of the administration, or whose influence, whether by word or deed, is injurious to other students or to the welfare of the institution.

## **Off-Campus Conduct**

The college firmly believes that a part of achieving responsible adulthood is accepting responsibility for one's actions. Therefore, when a student is on our campus he is under the jurisdiction of Anderson College's rules and regulations. When he is off campus he is expected to act responsibly.

Anderson College does not harbor any person who may commit a crime while off campus. However, a person charged and convicted of a crime will not be subject to disciplinary action by the college unless the offense is of such a nature that the person's continuing relationship with the institution presents a clear and present danger to the other members of the college community, the community of Anderson, or impedes the academic process. In this case, the person will be subject to suspension on an interim basis until a hearing is held with the proper authorities.

If a person is found guilty of a crime, he may be requested to come before the Disciplinary Committee to present evidence as to why he is not a danger to the members of the college community, the community of Anderson, or an impediment to the academic process. If there is any possibility that the proceedings at an Anderson College hearing may be subject to subpoena in an outside court, the College disciplinary hearings may be postponed to give the student his rights to a fair determination in the court case.

## **The Student's Responsibility**

To say that Anderson College exists for students is trite because without students there would be no Anderson College. However, attendance at Anderson College is a privilege, not a right. The privilege granted a student carries with it certain expectations which are necessary for living in a community with others, attaining educational instruction, growing responsibly and maturely, and developing one's personhood. Anderson College expects each student who voluntarily registers at the institution to be in fact saying that he/she will cooperate with the expectations and regulations as found in the Student Handbook, the College Catalog, and the Residence Hall brochures. Furthermore, students are responsible for information in the campus newspaper, the weekly campus news, and bulletin boards.

# Admissions

Anderson College is a junior college offering the first two years of liberal arts, fine arts, and science and terminal occupational curricula. Developmental courses are also available. The college considers each applicant individually and carefully and admits students whose high school records and test scores demonstrate potential to benefit from one of the above named programs. The applicant should be a high school graduate with a minimum of 18 units or hold a state high school equivalency certificate, which is the equivalency of a high school diploma.

A complete application is made up of a Personal Information Form which is supplied by the college and completed by the applicant; two personal reference forms; transcripts of high school and/or other college work; and Scholastic Aptitude Test scores from the Educational Testing Service. The applicant should fill in and return the Personal Information Form to the Admissions Office, along with a non-refundable processing fee of \$15. The applicant will be provided two confidential reference forms. One is to be filled out by a minister (in the event there is no church affiliation, an adult friend will suffice) and the other is to be filled out by the high school principal, teacher, or counselor. They will complete the forms and mail them to the Admissions Office. The references serve for admission purposes only and do not become a part of the student's permanent file. The applicant is responsible for requesting in writing that copies of high school and/or college transcripts be sent to the Anderson College Admissions Office. All transcripts must be official copies bearing an official seal or signature of the institution issuing it. A student cannot register unless a final transcript is on file. It is the student's responsibility to have the final transcript sent to Anderson College.

## Categories of Applicants

An applicant may enroll in any one of the following categories and submit the application materials described.

1. *Full-time or part-time student in day classes* — Applicant submits: Personal Information Form, high school transcript, college or technical school transcripts if applicable for transfer students, two references, SAT or ACT scores and \$15 non-refundable application fee.
2. *Full-time or part-time student in night classes* — Applicant submits: Personal Information Form, high school transcript, college or tech school transcripts if applicable for transfer students and \$15 application fee.
3. *Transient student* — This is a student who is regularly enrolled in another college but who is given permission by that college to take some work at Anderson College. Applicant submits: Transient Student Approval Form completed by the appropriate official of the college applicant attends. For Summer School enrollment applicant also submits Anderson College Summer School Application Form.
4. *Advanced high school student in Summer School* — This is a student who has completed the 10th or 11th grade but who is not yet a high

school graduate. Applicant submits: Summer School Application Form and statement of approval from high school principal or counselor.

- 5. *Special student* — This is usually a person who is either a college graduate seeking an additional course or two or an adult who is not pursuing a college degree. Applicant submits: Special Student Application Form and evidence of previous educational attainment.
- 6. *Summer School student* — Applicant submits: Information appropriate to-category as listed above depending upon whether or not the applicant is full- or part-time day student, night student, transient student, special student, or advanced high school student.
- 7. *Continuing Education student* — This person enrolls in short term non-credit courses. Applicant submits: Continuing Education Application Form.
- 8. *Foreign students* — All foreign students are required to submit a score of the Test of English as a Foreign Language (TOEFL) in addition to the regular admission requirements as listed in No. 1 above. Accepted foreign students must provide full payment of room, board, tuition and fees for the academic year before being enrolled or assigned a dorm room. Foreign students must also make their own housing arrangements when the college is closed for holidays and during the summer months.

## Transfer Students

Transfer students coming from other colleges to this college must submit all items listed in the first category above. If the transfer applicant has earned 16 or more semester hours of credit (or its equivalent in quarter hours) the high school transcript need not be submitted. Applicant must submit transcript of previous college work and must be eligible to return to the college in which last enrolled. The college transcript of the transfer student will be evaluated and a statement of transferability of courses will be made available to the applicant by the Registrar's Office.

## Notification of Applicants

Applications may be completed at any time prior to the beginning of the term for which applicant plans to enroll. Lead time of at least one week before registration is necessary for proper completion of the application. As soon as the application is complete the file will be reviewed by the admissions committee, and the applicant notified of the decision.

The commuting applicant approved for admission will be sent a form called Confirmation of Intention to Enroll which the applicant should complete and return immediately with a reservation fee of \$50. The prospective resident student approved for admission is sent a housing contract which is completed and returned with a fee of \$100. This fee is applied to tuition and fees and reserves the student a place in our student body for the fall and spring semesters. The applicant's registration number is assigned by the order in which the reservation fee payments are received. It is, therefore, to the advantage of the applicant to make a prompt

payment of this fee to receive a place near the front of the group in which the students will register.

The resident student applicant will be mailed a Housing Contract with the letter of acceptance which should be returned with the reservation fee. Early response by the applicant is important to be assured of being assigned a dormitory room. For fall enrollment, dormitory rooms are usually all assigned, and a waiting list begun by late February.

## **Types of Admission**

Regular admission is given to students who have at least an average of C, as computed by the school awarding the grades, on college preparatory courses and at least a combined SAT score of 600, or an equivalent score on the ACT.

Conditional admission may be granted an applicant who has less than a C average on college preparatory courses, or who has less than 600 SAT combined score or no SAT score submitted. The conditions for enrollment for these students will be prescribed by the Admissions Committee and may include one or more of the following elements: limited academic load, developmental courses as determined by placement tests, a prescribed curriculum, attendance at a summer term before enrollment in a regular semester, student attendance as a commuting student only, or other conditions designed to insure greater success for the applicant.

Applicants are refused admission if in the judgment of the Admissions Committee the college is not in a position to meet the learning needs of the student who might be better served in another type of educational or training program.

## **Re-Admission of Former Students**

Students who once attended Anderson College and have not attended another college since, should complete the Personal Information Form and send to the Admissions Office. Former students do not pay an additional application fee. Students who have attended another college since leaving Anderson College apply as transfer students.

## **Continuation of Enrollment**

A student, once admitted to the college, is granted the privilege of returning for successive terms of study without additional applications provided the student maintains a satisfactory scholastic and social standing. Students currently enrolled in Anderson College are asked each semester to indicate if they plan to return for the following semester. A date is given as the deadline for the students to supply this information so that the college can make adequate plans for the coming semester. Forms will be provided for this purpose.

## Auditing Classes

Persons desiring to audit classes may do so with the approval of the Registrar. The auditing student is a "listener" in the class, does not take examinations and does not receive college credit. Courses in Secretarial Science, Applied Music, Applied Art, Home Economics, and Physical Education may not be audited. The fee to audit a class is \$20 per semester hour..



## Finances

No student, whether at a public college or a private college, pays the full cost of his education. Students at public institutions receive the benefit of a tax subsidy and students at denominationally sponsored colleges receive the benefit of the annual gifts from the denomination, gifts from friends, and the income from endowment provided by friends of the college. The costs listed below represent a major part, but not all, of the actual cost of the education of the student.



## **Charges**

(Effective June 1, 1980)

### **Tuition**

Full-time student (12 to 18 semester hours)...\$950 per semester

Part-time student (fewer than 12 semester

hours in day classes) ..... \$ 60 per semester hr.

Evening College and Summer School ..... \$120 — 3 hr. course

Evening College and Summer School ..... \$170 — lab sci. course

Overload (more than 18 semester hours in

any one semester) ..... \$ 40 per semester hr.

Independent Study..... \$ 60 per semester hr.

Audit (no credit given) ..... \$ 20 per semester hr.

NOTE: Non-credit developmental courses are charged

the same as credit courses.

**Room** ..... \$300 per semester

**Meals** ..... \$440 per semester

**Student Services Fee** (full-time students only)

Resident Student ..... \$ 62 per semester

Non-Resident Full-Time Student ..... \$ 40 per semester

Cost per year for full-time non-resident student

Tuition and Student Services Fee..... \$1,980

Cost per year for full-time resident student

Tuition, Student Services Fee, Room, Meals..... \$3,504

These totals do not include books, supplies, applied music fees,  
and personal expenses.

**Insurance** — Available to full-time students,

resident and commuting on optional basis ..... \$ 33 per year

### **Special Fees**

Application Fee..... \$ 15

Registration Fee (for part-time students only

in day classes)..... \$ 5

Music Instruction Fee (for applied music instruc-  
tion in class or private lessons:

One Semester Hour Credit ..... \$ 60

Two Semester Hours Credit ..... \$120

Three Semester Hours Credit..... \$180

Automobile Registration..... \$ 3 per year

(Additional vehicles may be

registered at 25 cents each)

Resident Student Breakage Fee Deposit ..... \$ 35 per year

## **Explanation of Charges**

### **Tuition**

The tuition charge is the basic cost of the student's education and covers the cost of instruction. It does not include textbooks and supplies which the student purchases. A full-time student is one who, whether resident or non-resident, is taking from 12 to 18 semester hours of work including all subjects. The student who takes fewer than 12 semester hours is charged on a semester hour basis. The student who has permission to take additional hours above 18 is charged for each additional semester hour.

The part-time student pays a \$5.00 registration fee for each semester.

### **Room and Meals for Resident Students**

The resident student pays \$1,480.00 per year or \$740.00 per semester for room and meals. There is no difference in charge for residents in different dormitories. The boarding student is entitled to 21 meals a week for each week the school is in session. This does not include holidays when classes are suspended, the dormitories are closed, and the food service is suspended. No refund or cost adjustment is made for meals which the student does not eat.

### **Student Services Fee**

The student services fee covers a portion of the total cost of many services and activities offered in the program of student development. Some of these are the college newspaper, yearbook, fine arts programs, athletic events, and the college program of health care. Even though the student services fee covers most social and recreational costs to the student there are occasional and optional expenses in this area. The student government association sponsors popular concerts to which tickets are sold. The student is not required to pay for additional social activities or participate in campus events except as he chooses.

### **Insurance**

All full-time students are eligible to purchase the health insurance at \$33 per year. The insurance is a group accident and sickness policy and covers the 12 months of the school year. The student purchases this insurance for the full amount at the beginning of his enrollment. Students enrolling in January pay \$20 for coverage through August.

### **Special Fees**

The *application fee* covers the clerical costs of processing the student application. This fee is non-refundable and is paid only once at the time of initial application to this college. The fee is not paid a second time for students who continue enrollment from one year to the next and is not paid by students who interrupt their enrollment for any period of time.

The *music instruction fee* covers the cost of instruction in applied music in small classes and individual instruction and the maintenance of instruments for student use in music practice.

All students, whether resident or commuting, who drive a car onto the Anderson College campus and use the college parking facilities must register their car with the college. The *automobile registration fee* registers the car from August to August. Those who register a car in the spring or summer terms register them again for the fall semester. If a student occasionally drives another car other than the one he registers (such as a parent's car) he should purchase an additional bumper sticker for this car to avoid the penalty of parking an unregistered car on campus. The student handbook contains details concerning parking regulations.

All boarding students make a \$35.00 *property damage deposit* at the beginning of the first semester. At the end of the year they receive a 100% refund unless campus property damages are charged against them. If the student fails to return the room key \$4.50 will be deducted from this deposit and if he fails to return his post office box key \$1.50 will be deducted. The student will be held responsible for any damages in excess of the deposit.

Some physical education classes require the use of off-campus facilities and students in these classes pay a *physical education facilities use fee* for the use of the facilities and/or equipment.

The college offers several programs of study/travel. These courses usually last from one to three weeks. The student who enrolls in these courses pays the *course tuition* as well as all *foreign travel expenses* which is usually a package tour.

## Financial Policies

### Terms of Payment

The applicant who is notified of acceptance must send within two weeks a prepayment of \$100.00 for the resident student to reserve a dorm room or \$50.00 for the commuting student to hold a place in the student body. This pre-payment is for the entire academic year.

All expenses for the fall semester are due August 1, and no student will be permitted to register for classes until all fees for the semester are paid. For the second semester, payments are due December 15. For the summer terms and evening college, the payments are due at the time of registration. A statement of fees is provided by the business office so that the student may see in detail the costs and arrive at a total sum of charges. The pre-payment of tuition and other basic charges is sent in advance. After registration the business office will assign fee charges which apply to the student as a result of the courses for which he registers, such as music instruction fees. Checks and drafts should be drawn to the order of Anderson College.

## **Refunds**

No refund is made of the application fee. No refund is made of tuition and fees paid for the summer session, for evening college, or for non-resident students taking special courses. A full refund of the \$50 (commuter) or \$100 (resident) prepayment of fees if requested prior to June 1. A student who does not enroll for the second semester may receive a refund of one half this fee if requested before December 1.

Students who withdraw with proper notice in the first four weeks of a regular semester will receive adjustments on charges of tuition and activity fees as follows:

During the first week .....	.90%
During the second week .....	.75%
During the third week.....	.50%
During the fourth week.....	.25%
After the fourth week .....	no refund

The first day classes meet will be considered the first day of the term for purposes of computing adjustments. There is no refund of dormitory room rent. The refund for meals is prorated for the unused meals less ten percent.

## **Financial Penalties**

The college always regrets the circumstances which make it necessary for the student to pay any fine or penalty fee. Parking regulations are enforced and a student who does not follow these regulations will be charged a fine as described in the student handbook. The library charges fines for students keeping books beyond the assigned period of time. The resident students are held responsible for property damage in the dormitory, and make a deposit toward any assigned damages. As explained above, a portion of this fee is returned less assignable damages.

The student and his parents sign an application stating that they understand the rules and regulations of the college. The student is held responsible for meeting these requirements and paying any fines which, regrettably, may be incurred. Students with unpaid balances, whether for regular charges, fees, or fines, are not permitted to receive credit for courses until all accounts are settled. The college does not release a transcript of credits to a student, or to any other college, if the student has unpaid charges or fines.

## **Student Bank**

The college does not advance money to students. All students are encouraged to open checking accounts at local banks and use their services for cashing checks. Resident students may deposit money in a student bank in the business office and draw money out as it is needed. There is no charge for this service. All campus purchases such as at the bookstore and canteen are made in cash.

# **Financial Aid**

## **General Information**

It is the intent of Anderson College to provide financial assistance to all accepted students who, without such aid, would be unable to attend. There are many different sources of financial aid available to qualified students. It is best to complete and mail all required forms as soon as possible since most aid is awarded on a first come, first served basis for qualified applicants. First award deadline is April 1. The Financial Aid Office awards aid to qualified applicants regardless of race, religious creed, place or national origin, or ethnic group. There is a publication available from most high school guidance offices and college financial aid offices, listing well over one hundred sources of financial aid.

## **Forms**

Fill out and mail the Financial Aid Form. The "FAF" form is a needs-analysis system that ultimately determines how much the parents are expected to contribute to the educational costs of the student. It is a fair and equitable system of establishing how much aid each student needs. By completing the proper items on the "FAF" a student can also apply for the Basic Educational Opportunity Grant (BEOG) application. This is a government gift aid program also based on need. It is the *base* of most all financial aid. If the student is a resident of South Carolina, fill out and mail a State Tuition Grant application to Columbia. This is also a gift aid program to help students from South Carolina who have selected certain private South Carolina colleges to attend.

We *strongly urge* all aid applicants to check with local service clubs, churches, or employers about scholarships they might offer. These types of scholarships often go unused. If the student's full need is not met by the government, state or local programs, Anderson College will try to supplement the aid package with various college aid programs attempting to meet the full need of the student.

## **Anderson College Financial Aid Funds**

*Athletic Grants* — The Athletic Department awards full or partial scholarships each year in intercollegiate sports.

*Ministerial Scholarships* — This is for students who plan to go into church related fields as well as children and wives of ministers. It applies generally to those students not qualified for the State Tuition Grant. It is normally \$200 per year. It is 20% of tuition for part-time students.

*Family Grants* — When two students come from the same home (brothers or sisters), a grant is awarded equal to 10% of tuition. This grant is made provided that both students remain in college for the entire semester and neither student receives a scholarship grant. This does not normally apply to State Tuition Grant recipients.

*Acteen and Royal Ambassador Scholarships* — The four Baptist colleges in South Carolina will give scholarships of \$200 or more to admitted freshmen who have either earned in Acteens Studiact the Queen Regent in

Service level of achievement or a Royal Ambassador Service Aid Award, the amount of each scholarship to be based upon available scholarship funds. "Scholarships are subject to renewal upon satisfactory academic achievement and exercised Christian leadership on campus. Such students will also be considered for loans and part-time work when justified by financial need.

*Publication Work Grants* — Work grants will be awarded to some of the elected officers in the publication of "The Columns" and "A. C. Echoes."

*Academic Scholarships* — The college awards a number of scholarships to students with a minimum high school grade point average of 3.5 on a 4.0 scale. Application deadline is May 1, 1980, after which a selection committee will make awards. Recipients of this scholarship are guaranteed full tuition from college funds or other grants. Applicants are expected to apply for other scholarships and grants recommended by the college Financial Aid Office.

*Valedictorian Scholarships* — Valedictorians are granted \$100 per year honorary scholarship the first year they attend Anderson College.

*Music Scholarships* — Work scholarships in piano, voice, organ and band/orchestra instruments are offered on a competitive basis to students of talent and achievement. These awards are open to high school graduates who plan to major in music. Auditions for these scholarships will be held by appointment once a year.

*Endowed Scholarships* — The college has several scholarships provided by gifts of endowment funds. Most of these are for either Anderson County or South Carolina students. The Gaines Scholarship provides full tuition to Anderson County residents financially unable to attend college. The J. E. Rouse and Herbert C. Garrett, Jr. Scholarship, is given annually to two South Carolina Baptist pastors who desire to continue their education at Anderson College. Applicants must be currently serving as pastor of a South Carolina Baptist church. Each scholarship covers full tuition. The Pete Stathakis Scholarship is given annually. Applicants must be residents of Anderson County and need financial assistance. The Ed and Zana Rouse Scholarship is available to students who need financial assistance to attend Anderson College. The Woman's Missionary Union of the Saluda Association gives two scholarships annually. The value of each is \$150. Applications should be made to the Saluda Association, 103 Dixie Drive, Anderson, S.C. The Charles S. Sullivan Scholarship is to be used to assist worthy students. The Thrift Brothers Scholarship is awarded annually to either men or women students attending Anderson College who plan to enter a church-related vocation. The Eliza C. Vandiver Scholarship is available to assist worthy and needy students attending Anderson College. Those interested should apply through the Financial Aid Office. By request of the late Virginia L. Cochran, interest from the Ernest F. and Virginia L. Cochran Memorial Scholarship is to be used as a scholarship for some deserving person or persons of Anderson County. Interest from The Joseph Newton Brown Trust Fund is to be awarded to needy Anderson County students preparing for careers in Christian service. The Henry Harper Scholarship is used to assist worthy students. The Carolyne Greer Hester Scholarship is available to a student who is completely committed to foreign ministry service under the Southern Baptist Convention. The

M. B. Nannie Leopard Scholarship Fund is available to worthy students. The Willie Sue Boleman Webb Scholarship will be used to assist worthy students. To assist a young woman with tuition expenses, the Hazel Meeks Loan Fund was established in 1962. The loan is to be repaid to Anderson College without interest in four years after the student leaves Anderson College. Preference will be given to an Anderson County student or a Baptist student. Two responsible endorsers will sign the note with the student.

### **Government Funds**

These funds are provided by the federal government and are assigned to students by the financial aid office. National Direct Student Loan — The NDSL is a government loan program handled by this college. These loans are awarded based on the student's need. The 3% interest rate and repayment do not begin until nine months after the student is no longer enrolled in college. Work Grants — There are a limited number of on- and off-campus jobs which will usually be assigned to students who have need. Anyone can request a job application from the Financial Aid Office. Supplementary Educational Opportunity Grant — This is a federal program specifically designed for students of exceptional financial need.

### **Other Resources**

Veteran Benefits — Veterans and their dependents may receive benefits to which they are entitled. The program is administered through the office of the registrar. Information may be obtained there. Vocational Rehabilitation — Persons with physical disabilities which are vocational handicaps are eligible for financial aid from state departments of vocational rehabilitation. Information may be obtained from the vocational rehabilitation department in the student's home state. South Carolina Loan Corporation — This is a private, non-profit service corporation which endorses low-cost, long-term loans to needy college students.

### **Consumer Information Index**

The staff of the Financial Aid Office consists of the Director, Assistant Director and Receptionist. Information on financial aid is available by calling (803) 226-6181, extension 332 or 333. One may write the Financial Aid Office at Anderson College, 316 Boulevard, Anderson, S.C. 29621. Various parts of this catalog and the office staff can supply answers to questions concerning: refund policies; all aspects of the academic program; data regarding student retention and the number and percentage of students completing a specific program of study. Details on this information are available to any student from the Registrar, Business Office Supervisor and Financial Aid Director.

Additional information available upon request from the staff and from the catalog and handbooks of the college consists of: description of all financial aid programs available to students who enroll in Anderson College; procedures and forms for applying for such aid; rights and responsi-

bilities of students receiving such aid; criteria for continued eligibility; criteria for determining good standing and maintaining satisfactory progress; means and frequency of payment of awards; terms of loans; general conditions and terms of student employment; and cost of attending institution including direct and indirect costs.



# **Academic Regulations**

## **Graduation Requirements**

Anderson College offers the following degrees and certificate: Associate of Arts, Associate of Fine Arts, Associate of Business Education, Associate of Arts in Fashion Merchandising, and one-year certificate in Secretarial Science. Candidates for the associate degree must earn a total of 64 semester hours and an overall grade point average of C (2.0) on all courses attempted. The students seeking the degree in business education or the certificate in secretarial science take the courses prescribed by that department and listed elsewhere in this catalogue. The students seeking the degree in Fashion Merchandising must take certain prescribed courses in that field which are described in the recommended curricula. The students seeking the Associate of Arts degree are required to take four semesters of English, two semesters of Religion, (excluding In-Service Guidance Courses), and one course in Physical Education. All graduates must earn credit in the course, Contemporary Religious Experience, for each semester of enrollment as a full-time student. The intention is to make the curriculum as flexible as possible to permit the student to take the courses needed to complete requirements of a four-year Bachelor's degree at a senior college or university. Students take those subjects at Anderson College which most closely approximate and parallel the requirements of the senior college. Any exemption of Physical Education requirement must be approved in writing by the chairman of the Physical Education department and conveyed to the registrar. Any exemption to the English requirement must be approved by the student's faculty advisor, the chairman of the English department, and the registrar on a form to be provided by the registrar. The specific recommended subjects are listed in the section of this bulletin under recommended curricula. Specific course requirements are listed for the degrees in Business Education, Fashion Merchandising, and the Fine Arts degree.

Candidates for graduation need not earn all their credits at Anderson College. Students may attend another accredited college and transfer work to Anderson to apply for graduation. Of the last 30 hours presented for graduation at least 24 must be earned at Anderson College. Students who attend Anderson College, enroll in another college, and then subsequently return to Anderson College are exempted from the above provided they have a majority of their credits presented for graduation earned at Anderson College. A student who has attended this college may transfer back a maximum of six semester hours from another institution to meet graduation requirements. No more than four semester hours of credit in physical education or Theatre 24 may be presented for graduation.

## **Transferring Credits**

Students may transfer credits to Anderson College from any college or university which is accredited by its regional accrediting agency. A maximum of 40 semester hours or its equivalent will be accepted in transfer.

Students transferring credits to Anderson College will receive credit for all passing grades. The student may transfer D grades or may choose not to transfer them according to their effect upon his overall grade point average. The grade point average for graduation is based on all courses attempted at this college and all credits accepted in transfer.

Credit earned in non-accredited colleges, in technical schools, and through non-traditional means will be evaluated individually and transfer credit awarded as deemed appropriate by the academic administration of Anderson College. A maximum of 24 semester hours credit is given for formal education in the armed services using the recommendations of the American Council on Education. Credit earned through correspondence studies offered by an accredited college or university may be transferred to Anderson College. Credit will be given for College Level Examination Program (CLEP) subject examinations to those who earn scores of 50 or better. A maximum of 24 semester hours of CLEP credit may be applied toward a degree at the college. No credit is awarded for CLEP general examinations.

## **Summer Orientation**

Each year, the college offers summer orientation sessions to all new students and their parents. Students may select from four two-day sessions. Orientation involves placement testing, get-acquainted activities with peers, faculty, and administrators, orientation to academic majors, academic advising, and course selections for the Fall Semester. Each orientation session is limited to 150 students plus their parents. Summer orientation is a cooperative endeavor of the Counseling Center and the Office of Student Development. Students are required to complete the orientation program.

## **Registration**

Registration is the process of enrolling in classes for a new term of study. Registration is held immediately prior to the beginning of classes in each term. The student must present a statement of financial clearance before registering for classes in the day program

## **Academic Load**

The academic load of college students is measured in terms of "semester hours." The student normally takes 16 semester hours each semester. This usually consists of five to six different subjects. One tuition fee is charged to all full-time students. The student who takes over 18 semester hours excluding CRE and ROTC is charged an additional \$40 per semester hour.

A student with a D average will be advised by his faculty adviser to limit his semester hour load to 12 to 15 hours per semester. A student with a C average will be advised to take from 16 to 18 semester hours. Students with a strong B average may receive special permission to enroll for as many as 19 semester hours. In all cases, written permission must be

granted for the student to take 19 semester hours. Written permission for 19 or more hours may be given by the Director of Academic Counseling or Assistant Academic Dean.

## Tests and Examinations

All students who enter Anderson College are given placement tests in Math, English and Reading. These tests are used to determine if the student is in need of remedial instruction in these subjects. Special students and transfer students who have completed these courses are not given the placement tests. Students who have taken French or Spanish in high school are given a placement test in that language to determine their level of competence and their placement. Students who make a satisfactory score are placed in intermediate sections, rather than beginning classes, and are given credit for the courses bypassed by examination upon successful completion of the intermediate course in which they are placed.

Students stand periodic tests in all classes and stand a final examination at the end of the semester. The examinations are scheduled for all classes and the examinations are given as scheduled. When a student is absent from a test or examination the instructor for the course determines if the student is to be allowed to make up the test or exam missed. Before a student takes final examinations he is expected to pay all financial obligations to the college. Students who have an overall average of A for the course may be exempt from a final examination at the discretion of the instructor. The semester's work for a course ends when the final examination has been given.

## Grading System

The grades appearing on the transcripts of students at this college are as follows:

Letter Grade	Value	Grade Point
A	Excellent	4
B	Good	3
C	Average	2
D	Passing	1
CR	Credit	0
NC	No Credit	0
F	Failing	0
I	Incomplete	0
W	Withdrew	0
NR	No report by instructor	0
X	Audit, no credit	0

Once a grade is reported to the registrar's office it may not be changed except to correct an error made by the instructor. Any change of grade to correct an error must be approved by the academic dean. Both I and NR are temporary grades. The grade designation I is a student-requested grade and is not assigned otherwise. The incomplete grade must be requested by the student before the final examination of the semester is

given. The instructor may accept the request by telephone in the event of illness or other emergency that prevents the student from making the request in person. The completion dates for course requirements is worked out between the student and the instructor. If the course work is not completed by the date specified, the grade will be changed to F. NR is a designation which may appear in the event a grade is not reported by the instructor. This is a temporary grade and will be changed to a permanent grade by the registrar at his earliest opportunity.

The grade point average is computed by dividing the total number of grade points earned by the total number of semester hours attempted.

Grades are reported to students and to their parents regularly. At the middle of the semester the student receives a written grade report. The mid-semester grade report is a progress report to the student and his parents, and it does not become a part of the student's permanent record. At the end of the semester grade reports are mailed to the parents of the students who are minors. Instructors post grades at pre-determined locations for the benefit of their students so that the student need not wait for the report sent through the mail.

Each student is responsible for keeping his personal record of grade reports and total credits earned at college. The registrar's office will make, without charge, a copy of the student's record for him to consult. Mistakes and misunderstandings can be avoided by the student being completely knowledgeable concerning his own record. If a grade report is not received through the mail within a month of the end of a semester the student should contact the registrar's office. Grade reports are withheld if the student has an unpaid balance on his account.

## **Repeating a Course**

It is sometimes possible to overcome the consequences of poor performance by repeating a course. If a student repeats a course on which he has previously earned a grade of F, only the higher of the two grades will be computed in his grade point average but only if the course is repeated at Anderson College. If a student repeats a course on which he has earned a grade of D or above, he will have each attempt computed in his grade point average. The maximum number of grade points that may be earned will be that of the highest grade earned. A student should consult with an academic advisor before repeating any course. When a student plans to repeat a course he must bring this to the attention of the registrar at the time of registration. Even though a student may repeat a course to improve a grade point average, all grades earned remain on the transcript. No grade is ever removed from the permanent record of a student even though the college may not count that grade, as described above, in computing the grade point average.

## **Classification**

Anderson College students are classified in several different ways. Students who live on the campus are classified as resident, or boarding,

students. Those who do not live on the campus are referred to as commuting students, or sometimes called day students. Because the Anderson College Evening Division offers classes to a large number of persons who attend only at night, some students are classified as night students. Those who are taking less than 12 semester hours are called part-time students, while those taking 12 or more hours are full-time students. Resident students must sign up for at least 12 semester hours work at the beginning of the semester as the dormitories are for full-time students only. At any time that a student's academic load drops below twelve semester hours, credit and non-credit courses, he will be allowed to remain in the dormitory only by special permission of the Housing Committee. There is no minimum number of semester hours or courses a student may take to be a commuting student or a night school student. A student who has earned as many as 30 semester hours is classified as a sophomore. It is not necessary for a student to achieve sophomore standing by any certain time as continued enrollment depends upon grade point average rather than semester hours earned.

## Academic Probation

Students may continue enrollment in Anderson College so long as they are making satisfactory academic progress. When a student's academic performance indicates that it approaches an unsatisfactory level the student is advised of this fact by being placed on academic probation. This means that the student must improve the grade point average to a specified level to remain enrolled.

Students who do not meet the following requirements are placed on academic probation. In each semester of full-time enrollment that student must earn credit for at least sixty percent of the semester hours carried. The student must also earn a specified minimum grade point average in relation to the number of semester hours attempted.

Semester Hours Attempted	Minimum Grade Point Average Required
1 through 24	1.5
25 through 48	1.6
49 or more	1.7

Any student failing to meet either the grade point average or percentage of hours earned will be placed on academic probation for the next semester of enrollment. A transfer student applying to Anderson College will be admitted on academic probation if the standards above are not met.

Students on academic probation are considered as making satisfactory progress as the standards of probation and suspension require progressive improvement in the grade point average. A student will be removed from probation at the end of any semester in which the cumulative average and percentage of semester hours earned meets the standards stated above. Students on academic probation are strongly advised to contact the Counseling Center of the college for academic advising and assistance in making plans to improve their standing.

## **Academic Suspension**

After one semester on probation a student must have a cumulative average of 1.0 or better and have improved previous average by at least two tenths of a point or be suspended. After two semesters on probation a student must have an average sufficient to come off probation or be suspended. Generally, academic suspension is for one regular semester. Students should be aware that it is the policy of many colleges to deny admission to students who are under academic suspension until the time of that suspension has been fulfilled. Many colleges will not accept credit earned by a student at a college that may admit that student during the period of suspension. Students who are suspended for failing to make satisfactory progress will no longer be eligible for federally funded financial aid programs if and when they may be readmitted until such time in the course of their enrollment that the college may deem that their progress is once again satisfactory.

All decisions of academic probation and suspension are made by the Academic Standards Committee of the college. Any student may appeal a decision to the committee. Prior to June 1, 1979, a different academic standard was applied, and students who enrolled prior to that date may appeal a decision if it appears that the change in standard has an adverse affect on their standing.

## **Continuing Enrollment**

Students who intend to re-enroll in the college in the next academic year are required to file with the Admissions Office a Confirmation of Intention to Enroll. If the student is in good academic standing with the college his continued enrollment is approved.

## **Class Attendance Regulations**

Prompt and regular class attendance is expected of all students as an indication of responsible and serious participation in the academic program. The student should be prepared at all times to present to his instructors an acceptable reason for any class absence or tardy. In the event of any absence the student is responsible for making up all work missed. At any time that continued class absences and tardies are a serious detriment to the student's academic performance it may result in his being withdrawn from the class by the instructor through the twelfth week of the semester. The maximum number of absences a student may have and still receive credit for the course will depend upon his academic performance in the class, the reasons for his absences, and the decision of the instructor.

The college issues an official leave of absence to students who represent the college in college-sponsored activities which make it necessary for them to be absent from classes. Sponsors of such activities must have prior administrative approval for each anticipated absence of students.

## **Drop-Add Period**

A student who encounters serious problems with his schedule or who wishes to add a class to his schedule may consult with the registrar during the first three days of the semester. A student will not normally be permitted to enter a class after this three day period.

## **Procedure for Dropping a Class**

A student who wishes to drop a class will get a Class Withdrawal Form from the registrar's office and take it to his instructor. The instructor will return the form to the registrar with a notation of withdrawal. Classes dropped during the first two weeks of the semester are not entered on the student's permanent record. The student bears full financial responsibility for all classes in which he is enrolled at the end of the second week of classes. Students may not drop classes after the twelfth week of the semester except under extenuating circumstances.

## **Withdrawal from College**

A student who finds that he must withdraw from all classes at any time other than the end of the semester should file a withdrawal form with the Counseling Center. (See page 29 for refund policy.)

## **Dean's List**

Students of outstanding academic achievement are recognized each term by inclusion on the dean's list. These are full-time students who have a cumulative grade point average of 3.5 or better. The college holds a scholarship recognition program annually to recognize the students who are placed on the dean's list at the end of the first semester.

## **Graduation Honors**

Anderson College follows the practice of graduating students with honors and conferring suitable awards to graduates of high accomplishment. During the commencement exercises three categories of awards are made to outstanding students. The President's Award — This award will be presented to a member of the graduating class who best exemplifies a balance between campus leadership, citizenship, scholastic aptitude, Christian commitment, and concern for fellow students. Denmark Society — During the awarding of diplomas members of the graduating class are named to membership in the Denmark Society which bears the name of the president emeritus of Anderson College, Dr. Annie Dove Denmark. Students named to this honor represent the highest Anderson College tradition in leadership, campus citizenship, scholarship and Christian character. The graduation program and diploma designate honor graduates of high academic attainment. The Latin phrases identify three levels of achievement based on an academic grade average with 4.0 representing

an overall average of A. Cum Laude — with praise — 3.5 to 3.74; Magna Cum Laude — with great praise — 3.75 to 3.94; Summa Cum Laude — with greatest praise — 3.95 to 4.00.

## Student Records

Anderson College maintains the following types of records on students.

(a) Academic records are maintained in the Registrar's Office.  
(b) Admissions records are transferred from the Admissions Office to the Counseling Center upon a student's enrollment. Confidential reference materials are destroyed prior to the student's enrollment. (c) Advising records are maintained by the Director of Academic Advising. (d) Alumni records are maintained in the Development Office. (e) Financial records are maintained in the Business Office. (f) Financial Aid records are maintained in the Financial Aid Office. Financial statements of parents are not accessible to students. (g) Medical records are maintained by the college nurse. These are not accessible to the student. (h) Personal counseling records are maintained by the Counseling Office. These are not accessible to the student. (i) Social and disciplinary records are maintained by the Dean of Student Affairs.

The records listed above, except those specified as inaccessible, may be reviewed by the student. In some instances a written request may be required, but in no instance will the college wait longer than forty-five days to provide access to the record. The student may be charged a maximum of ten cents per sheet for photocopies of his records. If there is a disagreement between the student and the custodian of the records that cannot be resolved in informal discussion, a hearing will be scheduled within forty-five days of the student's written request. The hearing will be conducted by a person who is appointed by the Chairman of the Faculty and approved by the student. The results of the hearing will be transmitted in writing to the student.

In keeping with provisions of the Federal Education Rights and Privacy Act of 1974, the college will not issue transcripts or other personally identifiable records of a student without that student's express written consent, except as indicated below:

- (a) Anderson College officials will have access to the records.
- (b) Grade reports may be mailed to parents of dependent children if the registrar is instructed to.
- (c) Records may be released in connection with a student's application for or receipt of financial aid.

(d) Certain state and federal officials have legal access to the records.

Certain items are considered to be public information and may be released by the college without written consent unless the college is instructed to withhold such information from the public. Items of public information are: name, address, telephone listing, parents' names, date of birth, denomination, field of study, participation in officially recognized activities and sports, weight and height of varsity athletes, dates of attendance, degrees and awards received, and previous educational institutions attended. Any student who does not want this information released by the

college must communicate this in writing to the registrar by the end of the first week of classes each semester.

## **Anderson College Evening Division**

The admission requirements for the evening classes are the same as for all other classes for students who wish to take courses for college credit and earn credits toward graduation. As indicated in the section on admissions the college does admit highly qualified special students. An opportunity may be given to a student to enroll in an evening class as a means of evaluating his scholastic qualifications pending regular enrollment. Some classes are offered from time to time in the evening which are open for persons not seeking college credit and applicants are admitted as special students on the basis of their secondary education record and maturity.

Generally the curriculum of the evening classes is the same as in the day program of the college. Classes are offered on the basis of demand. Fewer science laboratory courses are available at night, and the more specialized career courses in Business Education and Home Economics are not available at night.

The faculty for the evening classes is composed of instructors who teach in the day program of the college and is supplemented by a small number of highly qualified persons who teach only at night. All instructors meet the qualifications of college faculty members.

The section of this bulletin dealing with finances gives the details of costs for tuition. The student purchases his own textbooks and supplies. Tuition for the semester is paid in full at the time of registration just prior to the first meeting of the classes. There is no refund for tuition after the first class meeting of each term.

Some night classes meet one night a week throughout the 16-week semester. Other classes meet more frequently and for shorter periods of time. The complete class schedule is published in a separate Evening Division Bulletin. Evening classes are equivalent to day classes in content and meeting time. Because of the intensive nature of evening studies, it is very important that students not be absent from classes. Instructors must approve all absences. Loss of credit can result if the student misses class an excessive number of times, regardless of the circumstances.

## **Special Policy for Students Receiving VA Benefits**

Students who receive VA educational benefits are subject to special rules with regard to academic probation and course withdrawal. These rules are imposed by the governmental agency. Recipients of VA benefits may not be certified for such benefits for more than one semester of academic probation. In some instances the student may be eligible to continue as a student of the college without the VA benefits. Recipients of VA benefits who withdraw from a course after mid-semester will receive a grade of F for the course unless the withdrawal was made necessary by extenuating circumstances.



# Recommended Curricula

The section of this catalogue on the academic program describes the degrees and certificates awarded to graduates of Anderson College. The curricula in business education, fashion merchandising and the AFA curriculum in music describe courses *required* for graduation with the degree or certificate in that field. All the other curricula described in this section of the catalog are *recommended only*.

The student must earn a total of 64 semester hours and an overall grade point average of 2.0 which is C. All students who graduate from Anderson College must earn credit for four semesters of English. Additionally, the graduate must earn credit for the two semesters of Religion. The student takes one course in physical education. ROTC may be taken in lieu of Physical Education to meet this requirement. Credit in the course Contemporary Religious Experience, must be earned for each semester of full-time enrollment. Beyond these there are no other courses required for graduation. This flexibility of curriculum is intended to make it possible for the student to select those courses at Anderson College which most closely parallel the lower division program at the senior college of his choice in preparation for the major of his choice. The majority of Anderson College students plan to transfer to a senior college or a university, and therefore, the curriculum at this institution is flexible enough to allow students to prepare to enter the junior class, having all the correct courses in the first two years.

The student who is undecided about either a major or a senior college, or both, should follow the liberal arts curriculum as it most nearly approximates the general education requirements in the first two years of higher education.



## **Academic Development Curriculum**

This course of study is recommended, and in some cases required, of students who are admitted conditionally because of less than adequate academic preparation for college work. These courses are designed to boost the student's academic performance and to compensate for scholastic weaknesses as indicated by previous grades, SAT scores, and placement tests.

<b>First Semester</b>	<b>Semester Hours</b>
*English 10 or 11 .....	0 or 3
Psychology 11 — General .....	3
*Reading 10 or 13.....	0 or 3
Reading 15 — How to Study in College.....	1
Physical Education or ROTC .....	1
Electives.....	<u>4</u>
	9 to 15

<b>Second Semester</b>	<b>Semester Hours</b>
English 10, 11 or 12 .....	3
Choose two from these: Sociology 13, Speech 11, Health 21 .....	6
Religion.....	3
*Math 10 or 11.....	0 or 3
Reading 14 .....	2
Physical Education or ROTC .....	<u>1</u>
	15 or 18

\*Courses numbered 10 are non-credit developmental (remedial) courses.

## **Art (General)**

The Art Department has a strong commitment to the establishment of basic visual skills and the development of a visual vocabulary. The curriculum has been correlated with the general requirements for the BA/BFA degree for the student who wishes to complete a four-year degree. This program would be of interest to students who want to pursue a career in the fine arts, art education, or many of the applied arts.

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	6
Religion.....	6
Art 21 & 22 — Art History and Appreciation .....	6
Art 15 — Design Fundamentals .....	3
Art 11 — Basic Drawing and Composition .....	3
Art 12 — Basic Painting .....	3
Social Science.....	3
Physical Education or ROTC .....	1
Elective.....	<u>3</u>
	34

<b>Second Year</b>	<b>Semester Hours</b>
Literature.....	6
Art 24 — Advanced Drawing.....	3
Art 23 — Watercolor.....	3
Directed Elective .....	3
*Art 31 — Design Drawing.....	3
Art 17 — Color Theory .....	3
Math/Natural Science .....	8
Elective.....	3
	<u>32</u>

\*Optional on demand.

Students should check programs at transfer institution for art and foreign language requirements.

## **Art (Communication Design)**

The Communication Design curriculum is directed towards those individuals desiring to work in the *commercial art* area. The course work is designed to build a working portfolio. Freshmen will take a combination of core and studio work. Second year students will continue with advised electives and core work, along with a concentration of communication design sequences, including graphic production and photography. The course work is intended to meet all recommended requirements of four-year institutions for transfer.

<b>First Year</b>	<b>Semester Hours</b>
English 11 and 12 — Composition.....	6
Religion.....	6
Art 11 — Basic Drawing and Composition .....	3
Art 12 — Basic Painting .....	3
Art 15 — Design Fundamentals .....	3
Art 17 — Color Theory .....	3
*Electives.....	6
Physical Education or ROTC .....	2
	<u>32</u>

<b>Second Year</b>	<b>Semester Hours</b>
English Literature .....	6
Art 21 and 22 — Art History and Appreciation .....	6
Art 26 and 27 — Advanced Drawing .....	3
Art 28 — Photography .....	3
Art 29 — Professional Seminar .....	1
*Electives.....	8
	<u>33</u>

\*Suggested general education courses for electives: History, Natural or Social Sciences, Foreign Language, Math, Art 23.

## Allied Health

The following curricula are recommended for the Associate of Science degree to transfer to the Medical University of South Carolina or university where the Bachelor of Science degree in these fields is to be completed. Students in these curricula should take the courses required for graduation from Anderson College (English, Religion, P.E. and C.R.E.) and additional recommended courses. All students entering these allied health fields should take six semester hours of Math, eight semester hours of Biology and eight semester hours of General Chemistry. Other courses are recommended for specific majors as follows:

Cyto-technology — Social Science Electives, 12 hours; Free Electives, 10 hours.

Dental Hygiene — Science Elective, 8 hours; General Psychology, 3 hours; Introductory Sociology, 3 hours; Speech, 3 hours; Free Electives, 5 hours.

Medical Record Administration — Social Science Electives, 12 hours; Free Electives, 10 hours.

Medical Technology — Anatomy, 4 hours; Organic Chemistry, 8 hours; Social Science Electives, 12 hours.

Occupational Therapy — General Physics, 8 hours; General Psychology, 3 hours; Abnormal Psychology, 3 hours; Social Science Electives, 6 hours; Free Electives, 2 hours.

Physical Therapy — Anatomy, 4 hours; General Physics, 8 hours; Psychology, 6 hours; Social Science Electives, 6 hours.

Radiologic Technology — General Physics, 8 hours; Social Science Electives, 12 hours; Free Electives, 2 hours.

Respiratory Therapy — General Physics, 8 hours; General Psychology, 3 hours; Speech, 3 hours; Social Science Electives, 9 hours.

## **Business Administration**

This curriculum is recommended for the student who intends to enter business after graduation from Anderson or to transfer to a senior institution to major in any of the many fields of business administration. Students interested in preparing for careers in accounting, management, insurance, finance, industry and administration should pursue this course of study. See also the recommended curricula in Pre Law and Textile Technology.

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	.6
Religion .....	.6
*Math 13 & 25 — Mathematical Analysis I & Statistics .....	.6
Business Administration 15 — Management .....	.3
Business Administration 21 & 22 — Economics .....	.6
Directed Electives .....	.3
Physical Education or ROTC .....	.2
	<u>32</u>

<b>Second Year</b>	<b>Semester Hours</b>
Literature .....	.6
*Math 14 & 24 — Mathematical Analysis II & Computer Programming .....	.6
**Biology 11 & 12 OR Chemistry 13 & 14 OR Physical Science 11 & 12 OR Physics 21 & 22 .....	.8
Political Science 11 — American National Government .....	.3
Business Administration 25 & 26 — Accounting .....	.6
Directed Electives .....	.3
	<u>32</u>

\*The placement test in math will indicate if the student should take Math 13 and 14 or first take Math 11, or Math 10 and 11, as prerequisite to mathematical analysis. Consult the catalogue of the senior college for requirements in mathematics.

\*\*Consult the catalogue of the senior college for requirements in laboratory sciences. Eight semester hours of laboratory science are generally required.



## Business Education

This curriculum is *required* for those students who wish to earn the Associate of Arts in Business Education.

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	.6
Religion.....	.6
Business Education 9 & 10 — Elementary Shorthand OR Business Education 11 & 12 — Intermediate Shorthand .....	.6
Business Education 17 & 18 — Elementary Typewriting OR Business Education 19 & 20 — Intermediate Typewriting.....	.4
Business Education 24 — Office Machines and Records Management.....	.3
Business Education 25 — Introduction to Business.....	.3
Business Education 27 — Business Communications.....	.3
Physical Education or ROTC .....	.1
	<u>32</u>

<b>Second Year</b>	<b>Semester Hours</b>
Literature.....	.6
Business Education 13 & 14 — Advanced Shorthand .....	.6
*Directed Elective .....	.3
Psychology 11 — General Psychology.....	.3
Math 19 — Retailer and Consumer.....	.3
Business Education 26 — Office Practice.....	.3
Business Education 21 & 22 — Advanced Typewriting .....	.4
Business Administration 25 — Accounting .....	.3
Physical Education (Optional) or ROTC .....	.1
	<u>32</u>

\*Business Education 28 — Medical Office Practice may be taken by arrangement with the department. Math 24 — Computer Programming may be taken. Math placement test required.

## One-Year Secretarial

The one-year curriculum is planned for those who expect to work after the one year in college. Through intensive training students acquire accuracy and speed and are prepared for responsible positions of many types. Anderson College certificates are awarded at commencement to those who meet the requirements for the course and have earned thirty-four semester hours with sixty-eight quality points. A typewriting speed of forty-five and dictation rate of eighty words a minute are expected for the certificate.

	Semester Hours
English 11 & 12 — Composition .....	6
Business Administration 25 — Accounting .....	3
Math 19 — Retailer and Consumer.....	3
Business Education 9 & 10 — Elementary Shorthand OR Business Education 11 & 12 — Intermediate Shorthand .....	6
Business Education 17 & 18 — Elementary Typewriting OR Business Education 19 & 20 — Intermediate Typewriting.....	4
Business Education 24 — Office Machines and Records Management.....	3
Business Education 25 — Introduction to Business.....	3
Business Education 27 — Business Communications.....	3
Religion.....	<u>3</u>
	<u>34</u>

Physical Education is not required of one-year secretarial students.

## Church Office Administration

	Semester Hours
First Year	
English 11 & 12 — Composition .....	6
Religion.....	6
Business Administration 25 — Accounting .....	3
Business Education 9 & 10 — Elementary Shorthand OR Business Education 11 & 12 — Intermediate Shorthand .....	6
Business Education 17 & 18 — Elementary Typewriting OR Business Education 19 & 20 — Intermediate Typewriting.....	4
Business Education 24 — Office Machines and Records Management.....	3
Business Education 27 — Business Communications.....	3
Physical Education or ROTC .....	<u>1</u>
	<u>32</u>

	Semester Hours
Second Year	
Literature.....	6
Religion.....	6
Business Education 26 — Office Practice.....	3
Business Education 13 & 14 — Advanced Shorthand .....	6
Business Education 21 & 22 — Advanced Typewriting .....	4
Speech 11 — Fundamentals & Principles of Speech .....	3
Directed Elective .....	3
Physical Education (Optional) or ROTC.....	<u>1</u>
	<u>32</u>

## **Elementary and Secondary Education**

This curriculum is for the students who plan to major in education in a senior college in preparation for a career in public school teaching or administration. The student should consult the official teacher education and certification requirements of the state in which he plans to teach to be certain of meeting appropriate educational requirements.

<b>First Year</b>		<b>Semester Hours</b>
English 11 & 12 — Composition .....	.....	6
Religion.....	.....	6
Biology 11 & 12 — Botany and Zoology.....	.....	8
*Mathematics 11 & 12 — College Algebra and Trigonometry OR Mathematics 15 & 16 — Mathematics for Elementary Teachers.....	.....	6
Art 21 — Art Appreciation.....	.....	3
Physical Education or ROTC .....	.....	2
Education 11 — Orientation.....	.....	1
		<u>32</u>

<b>Second Year</b>		<b>Semester Hours</b>
Literature.....	.....	6
Chemistry 13 & 14 — General Chemistry OR Physical Science 11 & 12 OR Astronomy 11.....	.....	8
History 11 & 12 — Western Civilization .....	.....	6
Health 21 — Health Education .....	.....	3
Psychology 11 — General Psychology.....	.....	3
**Elective.....	.....	3
Physical Education or ROTC (Optional).....	.....	2
Music 15 — Music Appreciation.....	.....	3
		<u>34</u>

\*Elementary Education: Math 15 and 16. Secondary Education: Math 11 and 12.

\*\*Students who plan to teach in South Carolina should elect six additional semester hours in the social sciences such as History, Economics, Sociology, Psychology or Political Science. Electives should be selected to satisfy the degree requirements of the specific college to which the student will transfer.



## Engineering

The pre-engineering curriculum at this college provides one full year of pre-engineering studies for the student who begins his math studies with calculus. For the student who must begin with algebra, two full years of study are recommended before transferring.

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	6
Religion .....	6
Math 11 & 12 (or 12 & 24) .....	6
Biology 11 — Botany .....	4
Chemistry 13 — General Chemistry .....	4
Business Administration 21 & 22 — Principles of Economics .....	6
Physical Education or ROTC .....	<u>1 or 2</u>
	<u>33 (34)</u>

<b>Second Year</b>	<b>Semester Hours</b>
Literature .....	6
Chemistry 14 — General Chemistry .....	4
Math 21 & 22 — Analytic Geometry and Calculus .....	8
Physics 21 & 22 — General Physics (Not calculus based — recommended only for those who have not had high school physics) .....	8
Sociology 13 — Introduction to Sociology .....	3
Psychology 11 — General Psychology .....	3
Physical Education or ROTC (Optional) .....	<u>2</u>
	<u>32 (34)</u>

## **Fashion Merchandising**

Students who earn the Associate of Arts degree in Fashion Merchandising must complete the basic graduation requirements, the five courses in Fashion Merchandising (11, 12, 21, 22, and 23) and additional related courses to complete the 64 semester hours.

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	6
Fashion Merchandising 11 — Principles of Fashion Merchandising .....	3
Fashion Merchandising 12 — Textiles .....	3
Religion.....	6
Business Administration 11 — Accounting .....	3
Home Economics 12 — Basic Clothing.....	3
Home Economics 15 — Interior Design.....	3
Art 15 — Design Fundamentals .....	3
Physical Education or ROTC .....	1
Business Education.....	2
	<u>33</u>

<b>Second Year</b>	<b>Semester Hours</b>
Literature.....	6
Fashion Merchandising 21 — Promotion Management .....	3
Fashion Merchandising 22 — Fashion Merchandising Practicum .....	3
Fashion Merchandising 23 — Merchandising Management .....	3
Business Administration 21 or 22 — Economics.....	3
Home Economics 22 — Advanced Clothing and Design.....	3
Psychology 11 — General Psychology.....	3
Speech 11 — Fundamentals .....	3
Physical Education or ROTC .....	1
Elective or Art 17.....	3
	<u>31</u>

## **Home Economics**

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	6
Religion.....	6
Biology 11 & 12 — Botany and Zoology.....	8
Home Economics	
11 — Foods .....	3
12 — Basic Clothing and Design .....	3
Psychology 11 — General Psychology.....	3
*Directed Elective .....	3
Physical Education or ROTC .....	1
	<u>33</u>

<b>Second Year</b>	<b>Semester Hours</b>
Literature.....	6
Chemistry 13 & 14 — General Chemistry .....	8
Home Economics 15 — Interior Design .....	3
22 — Advanced Clothing and Design .....	3
Art 21 04 22 — Appreciation OR Music 15 — Appreciation.....	3
History 11 & 12 — Western Civilization .....	6
Fashion Merchandising 12 — Textiles .....	3
	<u>32</u>

\*Recommended electives in Home Economics are Math 11, College Algebra, and Political Science 11.

## **Homemakers and Business — Terminal**

This curriculum is designed for the young woman who wishes to prepare for a career in secretarial work and an effective role as a homemaker. It combines basic courses from home economics and business education.

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	6
Religion.....	6
Business Education 9 & 10 — Elementary Shorthand OR Business Education 25 & 26 — Intermediate Shorthand OR Business Administration 11 & 12 — Accounting .....	6
Home Economics 11 — Foods .....	3
Home Economics 12 — Basic Clothing and Design .....	3
Business Education 24 — Office Machines and Records Management.....	3
Business Education 17 & 18 — Elementary Typewriting OR Business Education 19 & 20 — Intermediate Typewriting.....	4
Physical Education or ROTC .....	<u>2</u>
	<u>33</u>

<b>Second Year</b>	<b>Semester Hours</b>
Literature.....	6
Psychology 11 — General Psychology.....	3
Sociology 21 — The Family .....	3
Home Economics 15 — Interior Design .....	3
Home Economics 21 — Advanced Clothing and Design .....	3
Business Education 13 & 14 — Advanced Shorthand OR Business Education 27 — Business Communications OR Business Administration 23 — Business Law .....	3-6
Art 21 or 22 — Art Appreciation .....	3
Directed Elective .....	3
Physical Education (Optional) or ROTC.....	<u>2</u>
	<u>32-35</u>

## **Interior Design**

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	.6
Religion 11, 12.....	.6
Art 15 — Design Fundamentals .....	.3
Art 17 — Color Theory .....	.3
Fashion Merchandising 11 — Principles of Fashion Merchandising .....	.3
Fashion Merchandising 12 — Textiles .....	.3
Fashion Merchandising 21 — Promotion Management OR Psychology 11 — General Psychology.....	.3
Home Economics 15 — Interior Design.....	.3
Physical Education or ROTC .....	.1
	<u>31</u>

<b>Second Year</b>	<b>Semester Hours</b>
Literature.....	.6
Art 21 — Art History and Appreciation .....	.3
Art 31 — Design Drawing .....	.3
Fashion Merchandising 22 — Merchandising Practicum.....	.3
Fashion Merchandising 21 — Promotion Management OR Psychology 11 — General Psychology.....	.3
Fashion Merchandising 23 — Merchandising Management .....	.3
Directed Electives (Art 23 — Introduction to Watercolor) .....	.6
Business Administration 25 — Principles of Accounting .....	.3
Sociology 13 — Introductory Sociology .....	.3
	<u>33</u>

## **Journalism**

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	.6
Religion 11 & 12 .....	.6
Journalism 31 — Survey of Mass Communications .....	.2
Journalism 32 — Mass Communications Laboratory .....	.1
Journalism 33 — History and Philosophy of The Mass Media.....	.3
Language .....	.8
Lab Science .....	.8
	<u>34</u>

<b>Second Year</b>	<b>Semester Hours</b>
Literature.....	.6
History 11 & 12.....	.6
Journalism 35 — Copyediting .....	.2
Journalism 36 — Copyediting Laboratory .....	.1
Journalism 37 — Reporting .....	.2
Journalism 38 — Reporting Laboratory.....	.1
Language .....	.6
Lab Science OR Health 21.....	.3-4
Elective.....	.3
	<u>30-31</u>

## **Liberal Arts**

This curriculum is designed to be flexible enough to meet the basic general education requirements of the first two years of most senior colleges and universities in the broad range of liberal arts programs. It is also intended for those students who are undecided about a major field of study and/or the senior institution to which he will transfer. The student will receive major assistance from a faculty adviser in building a program of study relevant to the particular needs of the individual.

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	.6
Religion.....	.6
Modern Language 11 & 12 — Elementary French or Spanish .....	.8
Math or Science Electives .....	.6-8
Directed Electives.....	.3-6
Physical Education or ROTC .....	.2
	31-36

<b>Second Year</b>	<b>Semester Hours</b>
Literature.....	.6
Modern Language 21 & 22 — Intermediate French or Spanish .....	.6
Social Science Electives.....	.12
Directed Electives.....	.6-8
Physical Education or ROTC (Optional).....	.2
	32-34

## **Ministry and Church-Related Vocations**

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	.6
Religion 11 & 12 .....	.6
Religion 16 & 17 — In-Service Guidance.....	.2
Modern Language 11 & 12 — Elementary French or Spanish .....	.8
Math or Natural Science Option .....	.6-8
History 11 & 12 — Western Civilization .....	.6
Physical Education or ROTC .....	.1
	35-37

<b>Second Year</b>	<b>Semester Hours</b>
Literature.....	.6
Religion Electives.....	.6
Religion 18 & 19 — In-Service Guidance.....	.2
Modern Language 21 & 22 — Intermediate French or Spanish .....	.6
Directed Electives .....	.12
	32

Ministerial students and those interested in church-related vocations should see the information on In-Service Guidance on page 13 of this catalog. Course descriptions are on page 90 and 91.

## Music

The following is the required curriculum for the AFA degree in music. This is a curriculum for students transferring to senior colleges and universities to major in either vocal, instrumental, keyboard, music education, church music, music theory and composition, music therapy, and music business degrees. Consult the section of music in the course descriptions for details concerning music entrance requirements and other departmental policies.

	Semester Hours
English 11 & 12 — Composition .....	6
English Literature .....	6
Religion.....	6
Physical Education or ROTC .....	1
Music Theory — MUS 11, 12, 13, 14 .....	8
Music Theory — MUS 21, 22, 23, 24 .....	8
Introduction to Music History and Literature — Mus 25, 26 .....	4
Music Ensembles (See notes in course descriptions) .....	2-4
*Applied Music Principal Area — MUA 13, 14, 23, 24 .....	8
**Applied Music Secondary Area — MUA 11.....	4
Introduction to Music and Recital (Four semesters).....	NC
***Non-Music Electives .....	12-14
	<hr/> 64

\*The music major must attain MUA 24 level of competence either through audition/examination or the taking of the MUA 13, 14, 23, and 24 courses.

\*\*The music major must earn four semester hours in a secondary applied area (MUA 11). For most music majors these hours will be earned in a piano performance. Piano is required until the required proficiency is achieved.

The "applied" music courses are the courses in music performance taught individually or in small classes. The music major is instructed in two fields of music performance, one as his principal and the other as his secondary. The choices for the major and minor are: Voice; Piano; Organ; or Instrumental Music. Consult the section of course descriptions on applied music for details.

\*\*\*Students should check the general education requirements of the senior college of their choice to be sure that they complete in the first two years courses in languages, science, and social sciences recommended by the senior college.

## **Physical Education**

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	.6
Religion.....	.6
Biology 11 & 12 — Botany and Zoology.....	.8
Math 11 & 12 — College Algebra and Trigonometry .....	.6
Directed Electives .....	.6
Physical Education or ROTC .....	.2
	<u>34</u>

## **Second Year**

<b>Second Year</b>	<b>Semester Hours</b>
Literature.....	.6
Chemistry 13 & 14 — General Chemistry .....	.8
History 11 & 12 — Western Civilization .....	.6
Art 21 or 22 — Art Appreciation .....	.3
Music 15 — Music Appreciation.....	.3
Health 21 — Health Education .....	.3
Directed Elective .....	.3
Physical Education (Optional, but recommended) or ROTC .....	.2
	<u>34</u>

## **Pre-Law**

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	.6
Religion.....	.6
Economics 21 & 22 — Principles of Economics.....	.6
History 11 & 12 — History of Western Civilization .....	.6
Directed Electives .....	.8
	<u>32</u>

## **Second Year**

<b>Second Year</b>	<b>Semester Hours</b>
English Literature .....	.6
History 21 & 22 — United States History.....	.6
Political Science 11 — American National Government .....	.3
Speech 11 — Fundamentals of Public Speaking .....	.3
Business Administration 25 & 26 — Accounting Principles .....	.6
Directed Elective .....	.8
	<u>32</u>

## **Pre-Medical and Pre-Dental**

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	.6
Religion.....	.6
Chemistry 13 & 14 — General Chemistry .....	.8
Biology 11 & 12 — Botany and Zoology.....	.8
Directed Elective .....	.3
Physical Education or ROTC .....	.2
	<u>33</u>

<b>Second Year</b>	<b>Semester Hours</b>
Literature.....	.6
Biology 22 — Human Anatomy and Physiology.....	4
Directed Elective .....	.6
Physics 21 & 22 — General Physics .....	.8
Chemistry 21 & 22 — Organic Chemistry.....	.8
Physical Education or ROTC (Optional).....	.2
	34

## Pre-Nursing

Due to the wide variations in curriculum requirements of the various Schools of Nursing in colleges and universities, all Pre-Nursing students, with the aid of an adviser, will structure their programs of study at Anderson College to meet the specific requirements of the senior institutions to which they plan to transfer. It is important that these students make an early choice of a senior institution, and they should plan to transfer to that institution at the end of the second or third semester of study.

The Emory University School of Nursing is operating a 2 + 2 program for transfer students. The lower division requirements for this program are such that Anderson College students may easily transfer at the end of two years.

Admissions requirements by the University are high, so the student transferring into this program will likely be the one of high motivation and performance.

Recommended curriculum at AC for students planning to transfer to Emory Nursing Program:

	<b>Semester Hours</b>
*English 11, 12, 25/26/27 .....	12 hrs.
*Religion.....	6 hrs.
**General Biology.....	8 hrs.
**General Chemistry .....	8 hrs.
**Organic Chemistry .....	4 hrs.
**Mathematics elective .....	3 hrs.
**General Psychology .....	3 hrs.
**Introductory Sociology.....	3 hrs.
**History elective .....	3 hrs.
*Physical Education or ROTC .....	1 hr.
Electives.....	<u>13 hrs.</u>
	64 hrs.

\*Required by Anderson College for Associate Degree.

\*\*Required by Emory University as prerequisite for admission.

Note: The student in this program SHOULD NOT take Biology 22.

## **Pre-Pharmacy**

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	6
Religion.....	6
Mathematics 11 & 12 — College Algebra and Trigonometry.....	6
Biology 11 & 12 — Botany and Zoology.....	8
Chemistry 13 & 14 — General Chemistry .....	8
Physical Education or ROTC .....	<u>.2</u>
	<u>36</u>

## **Second Year**

	<b>Semester Hours</b>
Literature.....	6
Directed Electives .....	6
History 11 & 12 — Western Civilization .....	6
Physics 21 & 22 — General Physics .....	8
Physical Education (Optional) or ROTC.....	2
Chemistry 21 & 22 — Organic Chemistry .....	<u>.8</u>
	<u>36</u>

This recommended curriculum is based upon the requirements of one institution to which many students transfer (The Medical University of South Carolina). Students who plan to transfer to other institutions should consult the catalogs of those institutions prior to registration.

## **Pre-Social Service**

<b>First Year</b>	<b>Semester Hours</b>
English 11 & 12 — Composition .....	6
Religion.....	6
History 11 & 12 — Western Civilization .....	6
Sociology 13 — Introduction, and 14 — Social Problems .....	6
Modern Language 11 & 12 — Elementary French or Spanish .....	8
Physical Education or ROTC .....	<u>.2</u>
	<u>34</u>

## **Second Year**

	<b>Semester Hours</b>
Literature.....	6
Natural Science .....	8
Psychology 11 — General Introduction, and 12 — Child Growth and Development	6
Modern Languages 21 & 22 — Intermediate French or Spanish .....	6
*Electives.....	9
Physical Education (Optional) or ROTC.....	<u>.2</u>
	<u>34</u>

\*Suggested electives are: Speech 11, Psychology 22, Political Science 11, Health 21, and Sociology 21.

## **Pre-Textile Technology**

<b>First Year</b>		<b>Semester Hours</b>
Chemistry 13 & 14 — General Chemistry OR Physics 21 & 22 — General Physics .....	8	
English 11 & 12 — Composition .....	6	
Mathematics 13 & 14 — Math Analysis I and II .....	6	
Religion.....	6	
History 11 — Western Civilization .....	3	
Business Administration 13 — Business Law .....	3	
Physical Education or ROTC .....	.2	
		<u>34</u>

## **Second Year**

	<b>Semester Hours</b>
Business Administration 11 & 12 — Accounting .....	6
Literature.....	6
Business Administration 21 & 22 — Economies .....	6
Sociology 13 — Introduction to Sociology .....	3
Psychology 11 — General Psychology.....	3
Directed Elective .....	3
Fashion Merchandising 12 — Textiles .....	3
Physical Education or ROTC .....	.2
	<u>32</u>

## **Speech**

<b>First Year</b>		<b>Semester Hours</b>
English 11 & 12 — Composition .....	6	
Religion.....	6	
Modern Language 11 & 12 — Elementary French or Spanish .....	8	
History 11 & 12 — Western Civilization .....	6	
Speech 11 — Fundamentals and Principles of Speech.....	3	
Theater 23 — Introduction to Theater.....	3	
Physical Education or ROTC .....	.2	
		<u>36</u>

## **Second Year**

	<b>Semester Hours</b>
Literature.....	6
Modern Language 21 & 22 — Intermediate French or Spanish .....	6
Natural Science.....	8
Theater 24 — Theater Production.....	1
Psychology 11 — General Psychology.....	3
Directed Electives .....	6
Physical Education (Optional) or ROTC.....	.2
	<u>32</u>

# Course Descriptions

## Aerospace Studies

### 11. US Military Forces

1 semester hour

An introduction to the functions of US Military Forces (with primary emphasis on the US Air Force) which includes an introduction to national defense policy. The course describes the functions of military forces according to broad categories of strategic offensive, strategic defensive, general purpose, and aerospace support forces (includes corps training lab). 1 class period and 1 lab period per week. Prerequisites: none.

### 12. US Military Forces

1 semester hour

A continuation of Aerospace Studies 11. 1 class period and 1 lab period per week. Prerequisite: Aerospace Studies 11.

### 21. The Developmental Growth of Air Power

1 semester hour

A study of defense organization, general and limited war, policies and strategies of the Soviet Union and China, US Defense Alliances and a review of the making of defense policy (includes corps training lab). 1 class period and 1 lab period per week. Prerequisite: Aerospace Studies 12.

### 22. The Developmental Growth of Air Power

1 semester hour

A continuation of Aerospace Studies 21. 1 class period and 1 lab period per week. Prerequisite: Aerospace Studies 21.

## Art

### 11. Basic Drawing and Composition

3 semester hours

A basic course in representational drawing using basic media (charcoal, pencil, brush and ink, and pen and ink), developing ability to show still life objects, plants, animals, architecture and landscape. Pictorial composition and art criticism are also included.

### 12. Basic Painting

3 semester hours

An introductory course in oil painting in which students explore the technical qualities of the medium, learn to build canvas stretchers, and approach basic problems in composition addressing a variety of subject matter. Prerequisites: Art 11 and 15.

### 15. Design Fundamentals

3 semester hours

A basic course to help the student understand the principles of design: order, proportion, balance, emphasis, and rhythm; and to discover how these can be applied to the basic elements of design such as line, shape, space, and texture. Problems will be conceived in two-dimensions and extended into three-dimensions.

### 17. Color Theory

3 semester hours

An in-depth color workshop addressing color mixing, color systems, color interaction, psychology of color, and color contrast and harmony. Prerequisite: Art 15.

### 21, 22. Art History and Appreciation

3 semester hours each

Chronological sequence of major art styles from prehistoric to the Twentieth Century, major cultural influences on art production, analysis of individual styles

and art works, examination of aesthetic criteria, and recognition of stylistic characteristics.

**23. Introduction to Watercolor**

**3 semester hours**

A beginning course encompassing methods and techniques of this versatile medium including paper stretching and final matting of finished work. A variety of subject matter will be experienced including outdoor painting. The student will be expected to explore a variety of approaches from realism to abstraction. Prerequisite: Art 11 or 15.

**24. Advanced Drawing**

**3 semester hours**

In this course the emphasis is on developing a “thinking hand” with regard to perspective and foreshortening, modeling, lighting, descriptive drawing, the nature of picture plane and the principle of contemporary styles. Prerequisite: Art 11.

**31. Design Drawing**

**3 semester hours**

An advanced course to help students develop the skills needed to present interior designs in perspective drawing. Taught in a studio setting, emphasis will be placed on each individual's attainment of sequential skill levels as the semester progresses. 3 class periods per week plus studio work on design projects. Prerequisites: Art 11 and 12.

## Astronomy

**11. Modern Astronomy**

**4 semester hours**

Appearance of the celestial sphere, motions in the sky, historic worldviews, planet Earth; timekeeping; seasons, the Moon, the Sun; solar energy, the solar system, telescopes, multiple stars, variable stars, the Milky Way Galaxy, distant galaxies. 3 class periods and 1 lab period per week (at night). Prerequisite: none.

## Biology

**11. General Biology — Botany**

**4 semester hours**

The first semester of General Biology will deal primarily with the fundamental concepts of biology (cell concept, hierarchy or organization, evolution of structure and function, and the dynamic nature of life processes) and the study of the plant kingdom. 3 class periods and 1 lab period per week. Prerequisite: none.

**12. General Biology — Zoology**

**4 semester hours**

The second semester is a continuation of Biology 11, progressing with a study of the major animal phyla and climaxing with a study of man. 3 class periods and 1 lab period per week. Prerequisite: Biology 11.

**22. Human Anatomy and Physiology**

**4 semester hours**

An intensive study of the human body, its systems, and their functions; dissection will be done with related animals. 3 class periods and 1 lab period per week. Prerequisites: Biology 11 and 12.

## **Business Administration**

(See also course descriptions under Fashion Merchandising and Business Education.)

### **15. Principles of Management** 3 semester hours

The student is introduced to managerial functions and processes such as decision making, planning, organizing, leading, controlling, communicating, and motivating. Behavioral and organization structures and the tools to achieve them are studied. 3 class periods per week. Prerequisite: none.

### **21. Principles of Economics** 3 semester hours

This course deals primarily with macroeconomics, focusing on the total performance of an economic system with changing incomes, employment, and activity of business. Areas covered include economic foundations, national income, employment, prices, economic growth. 3 class periods per week. Prerequisites: none.

### **22. Principles of Economics** 3 semester hours

This course deals primarily with microeconomics, which focuses on the way individual households and businesses behave, and the way their interactions govern the uses society makes of its productive resources. Areas covered include markets, the price system, and the allocation of resources, the redistribution of income and economic power, public goods, income redistribution, the public sector, the international economy, and a changing economic world. 3 class periods per week. Prerequisites: none.

### **23. Business Law** 3 semester hours

Major areas of emphasis include law and society, government and business, contracts, agency and employment, according to the Uniform Commercial Code. Prerequisites: none.

### **24. Business Law** 3 semester hours

Studies negotiable instruments, commercial paper, sales, personal property and bailments. Prerequisites: none.

### **25. Principles of Accounting** 3 semester hours

This sophomore level course covers the accounting cycle; accounting for a merchandising enterprise; receivables and payables; deferrals and accruals; plant assets; and accounting systems. Preparation, interpretation, and use of accounting statements are included. 4 class periods per week. Prerequisites: Sophomore standing or permission of instructor.

### **26. Principles of Accounting** 3 semester hours

This sophomore level course is a continuation of Business Administration 25. Areas covered include accounting principles, partnerships and corporations, control accounting, decision making, and financial statement analysis. 4 class periods per week. Prerequisite: B.A. 25.

## **Business Education**

**9. Elementary Shorthand** **3 semester hours**  
Elementary shorthand is a course for all beginners of shorthand. It includes the building of a basic foundation in the theory of Gregg Shorthand, Diamond Jubilee Series. It also covers the development of fluency in reading, taking dictation, and transcribing shorthand, with attention given to vocabulary, grammar, and punctuation. Dictation begins with writing familiar matter with the book open and progresses to writing new matter at 50-70 words per minute. Transcription begins with writing in longhand, and transcription at the typewriter is then introduced. 3 class periods and 2 lab periods per week. Prerequisites: none.

**10. Elementary Shorthand** **3 semester hours**  
A continuation of Business Education 9, this course reinforces theory. A dictation speed of 60-80 words per minute is expected. 3 class periods and 2 lab periods per week. Prerequisites: Business Education 9 or placement test equivalent.

**11. Intermediate Shorthand** **3 semester hours**  
Intermediate Shorthand is a course for freshmen students who have completed some shorthand in high school. It includes further mastery of Gregg Diamond Jubilee shorthand theory, with emphasis on dictation speed building of new material. The ability to transcribe meaningful copy at the typewriter is developed further, and students are introduced to business terms and office-style dictation. 3 class periods and 2 lab periods per week. Prerequisites: High school shorthand and satisfactory performance on placement test.

**12. Intermediate Shorthand** **3 semester hours**  
This is a continuation of Business Education 11. Emphasis is placed on building dictation and transcription speeds on new material and studying special transcribing techniques. 3 class periods and 2 lab periods per week. Prerequisites: Business Education 11 or satisfactory performance on placement test.

**13. Advanced Shorthand** **3 semester hours**  
Advanced Shorthand includes a review of Gregg Diamond Jubilee shorthand theory, development of ability to take and transcribe new material at increasing speeds and time periods, development of a broader shorthand vocabulary, and the development of skill in the use of the dictionary and other reference material. Office-style dictation and business terms are covered. Emphasis is on the mailable letter. 3 class periods and 2 lab periods per week. Prerequisites: Business Education 10 or 12, satisfactory performance on placement test or permission of instructor.

**14. Advanced Shorthand** **3 semester hours**  
This is a continuation of Business Education 13. Speed and accuracy of dictation and transcription are developed. Shorthand theory is automatized so that the student can record familiar and unfamiliar words in shorthand by sound. The student's ability to handle special dictation problems is developed through the study of various business practices. The student is introduced to the Mag Card typewriter. 3 class periods and 2 lab periods per week. Prerequisites: Business Education 13 or satisfactory performance on placement test or permission of instructor.

**15. Personal Typing** 2 semester hours

This course is designed for the beginner to learn touch typing. The keyboard is presented, proper techniques are stressed, and care of the typewriter is emphasized. The course includes a study of manuscripts, outlines, simple tables, short reports, and personal letters. Correct erasing is introduced early. Not open to business education majors. 3 class periods per week. Prerequisite: none.

**16. Personal Typing** 2 semester hours

A continuation of Business Education 15 for those who wish to reinforce skills and increase planning ability. 3 class periods per week. Prerequisite: Business Education 15 or permission of instructor.

**17. Elementary Typewriting** 2 semester hours

The course is for beginners. It includes a study of the keyboard, typewriting technique, letter forms, envelopes, tabulation, short reports, and manuscripts. Timed writings are introduced. 3 class periods per week. Prerequisite: none.

**18. Elementary Typewriting** 2 semester hours

This is a continuation of Business Education 17. Care of the typewriter and correct erasing procedures are introduced. Speed building with accuracy is emphasized. 3 class periods per week. Prerequisite: High school typing or Business Education 17.

**19. Intermediate Typewriting** 2 semester hours

Intermediate Typewriting is a course for freshmen students who have had some typewriting in high school. It includes the mastery of the fundamental techniques of typewriting, the care and cleaning of the typewriter, the correct forms of spacing and punctuation, recognizing and correcting typing errors, and the development of the ability to type different forms of business letters, manuscripts, tabulations, and business forms. 3 class periods per week. Prerequisite: High school typewriting.

**20. Intermediate Typewriting** 2 semester hours

This is a continuation of Business Education 19. It includes further refinement of typing speed and accuracy, development of the ability to type carbon copies, and fluency in typing unarranged problems. Students type problems which would appear in general, technical, accounting, professional, government, and executive offices. 3 class periods per week. Prerequisite: Business Education 19 or permission of instructor.

**21. Advanced Typewriting** 2 semester hours

This course is designed to prepare students to assume responsible typing positions. The student gets practical experience in problem solving, using current business forms, and meeting production requirements. Mailability is stressed. Special attention is devoted to the economical use of available supplies and to proper care of the typewriter. 3 class periods per week. Prerequisites: Business Education 17, 18, or 19, 20.

**22. Advanced Typewriting** 2 semester hours

This is a continuation of Business Education 21. Mailability is emphasized. Duplicating processes, including mimeograph, spirit and offset, are introduced, and the student designs layout for reproduction. 3 class periods per week. Prerequisites: Business Education 17, 18 or 19, 20.

**24. Office Machines and Records Management                            3 semester hours**

This is an introductory course in the use of the adding machine, calculator, and transcribers. It includes a study of alphabetic, geographic, numeric, and subject filing and completion of a payroll practice set. 3 class periods per week. Prerequisite: High school typing or Business Education 17.

**25. Introduction to Business                                    3 semester hours**

This survey course introduces the student to the terminology used in business activity and in the news media. It covers business ownership, production problems, marketing, management-labor relationships, business and personal finance, financial statements, statistics, data processing, regulation of industry, business law, and taxation. 3 class periods per week. Prerequisite: none.

**26. Office Practice    3 semester hours**

The student applies the various skills she has learned and gains practice in problem solving through independent thinking. Practice is given in transcribing legal documents and medical records through the use of machines. The rapidity of change in business activity is repeatedly emphasized, and the importance of working as a team is stressed. 3 class periods per week. Prerequisite: Business Education 24.

**27. Business Communications                                    3 semester hours**

Business Communications is a course designed to develop the student's ability to write correct and forceful English in the solving of business situations. It includes a review of the fundamentals of grammar, a study of the various types of correspondence used by business and individuals, the application of human relations and the natural psychological approach to the writing of business messages, and the development of a writing style adapted to the reader. Letters or memoranda that order, ask, reply, remit, invite, express appreciation, express sympathy, introduce, apply for positions, sell, adjust, collect bills, and gather data are studied. 3 class periods per week. Prerequisite: High school typewriting or Business Education 17.

**28. Medical Office Practice                                    3 semester hours**

This course is designed to offer specialized training and practice for the student preparing for a position as a medical office assistant. The student learns to handle telephone calls, make appointments, keep patients' records, prepare insurance forms, handle correspondence, order supplies, type medical reports, keep financial records, and perform many other typical duties of an assistant in a doctor's office. Prerequisites: Permission of instructor and Business Education 26.



## **Chemistry**

### **10. Developmental Chemistry** **No Credit**

Chemistry 10 is intended for students who have had no high school chemistry or who feel unprepared for Chemistry 13. It emphasizes mathematical methods and problem-solving techniques. It will in addition introduce the student to the basic concepts of chemistry; measurement and units; properties of gases; atomic theory; chemical formulas and nomenclature; basic types of chemical problems. 3 class periods per week. Prerequisite: High school algebra or Math 10.

### **13. General Chemistry** **4 semester hours**

Chemistry 13 and 14 cover the fundamental concepts of modern chemistry. Chemistry 13 includes: the properties of the gas, liquid and solid states; atomic structure, chemical bonding, and types of substances; the periodic table and properties of elements; chemical formulas, nomenclature, chemical equations and weight relations; thermochemistry; solutions; oxidation-reduction and ionic equations. The laboratory work includes an introduction to quantitative analysis. 3 class periods and 1 lab period per week. Prerequisite: Math 11 or its equivalent, or permission of the instructor. High school chemistry or Chemistry 10 is recommended.

### **14. General Chemistry** **4 semester hours**

A continuation of Chemistry 13. Topics dealt with include: chemical equilibria and acid-base theory; chemical kinetics; nuclear chemistry; descriptive inorganic chemistry of selected elements; introduction to organic chemistry with stress on nomenclature. The laboratory work includes several weeks of qualitative inorganic analysis. 3 class periods and 1 lab period per week. Prerequisite: Chemistry 13.

### **21. Organic Chemistry** **4 semester hours**

A comprehensive study of the principles of organic chemistry and the application of these principles to a study of the properties, preparation, and inter-relationships of the important classes of organic compounds. 3 class periods and 1 lab period per week. Prerequisite: Chemistry 13 or permission of instructor.

### **22. Organic Chemistry** **4 semester hours**

A continuation of Chemistry 21. 3 class periods and 1 lab period per week. Prerequisite: Chemistry 13 or permission of instructor.

## **Contemporary Religious Experience**

### **CRE 11.** **½ semester hour**

This course, required of all students for graduation, is a series of lectures, musical presentations and worship programs designed to present the spiritual, scholarly and culturally broadening influence of a Christian liberal arts college.

## **Education**

### **11. Orientation to Education** **1 semester hour**

This course is designed to give students planning to major in elementary and secondary education an introduction to the field of public school education. Students serve as teacher aides in local public schools and are supervised and evaluated by school personnel. Class lectures on campus provide a background for an evaluation of the practical experience. Class periods and field work to be arranged.

### **21. Health Education (See Health 21)**

## **English**

### **10. Developmental English**

**No Credit**

The developmental course in English grammar and composition is for students who prove to be inadequately prepared for college-level English composition. Students whose English placement tests indicate a need for this course must complete it before enrolling for English 11. Prerequisites: none.

### **11. English Composition**

**3 semester hours**

The purpose of the course is to develop the ability to use clear, correct English in speaking and in writing. The subject matter includes reports, discussions, speeches, vocabulary building, and selections from expository prose. Training in library methods is also included. 3 class periods per week. Prerequisites: none.

### **12. English Composition and Literature**

**3 semester hours**

A course in vocabulary building; research techniques and the writing of a documented paper; and in genres of literature, approached through technical analyses, purposes of the authors, and critical judgments of the writings. Class discussion and written themes are required. 3 class periods per week. Prerequisite: English 11.

### **25. British Literature I**

**3 semester hours**

A study of the field of British literature, beginning with the Anglo-Saxon period and continuing through the Restoration and Eighteenth Century periods. Major authors and their works are emphasized. Theme work and memory work are required. 3 class periods per week. Prerequisites: English 11 and 12.

### **26. British Literature II**

**3 semester hours**

A study of British literature beginning with the Romantic period and continuing through the works of the Twentieth Century. Major authors are emphasized. Theme work and memory work are required. 3 class periods per week. Prerequisites: English 11 and 12.

### **27. American Literature**

**3 semester hours**

A study of the field of American literature, beginning with the colonial period and British influence and continuing to the present. Major authors and their works are emphasized. Theme work and memory work are required. 3 class periods per week. Prerequisites: English 11 and 12.

## **Fashion Merchandising**

### **11. Principles of Fashion Merchandising**

**3 semester hours**

An introduction to the fashion cycles and their relationship with industry and economics. Examination of the periods and understanding of the psychology of fashion as well as the socio-economic importance. Prerequisite: none.

### **12. Textiles**

**3 semester hours**

Emphasizes characteristic manufacturing processes and properties that affect selection and use of textiles and non-textiles. Field trips will be used to local plants to observe production and product testing as well as laboratory procedure. Fundamental weaves, finishes with emphasis on factors pertaining to quality and performance. Prerequisites: none.

<b>21. Promotion Management</b>	<b>3 semester hours</b>
The techniques of selling and procedures of media selection. The understanding of display and advertising as well as a survey of the fashion market. Consumer preferences and the use of public opinion and its effect upon sales. Prerequisites: none.	

French

**11. Elementary French** 4 semester hours  
This course is for students with little or no previous study of the language. The emphasis is on pronunciation and on the structure patterns of simple French sentences.

A student may exempt this course, for credit, by making a satisfactory score on the achievement test and by completing French 12 or 21 with a grade of C or better. 3 class periods and 2 lab periods per week. Prerequisites: none.

**12. Elementary French** 4 semester hours  
This course continues with the study of the basic sounds and structures of the French language. The sentence becomes more complex, using a variety of tenses and pronouns.

A student may exempt this course, for credit, upon making a satisfactory score on the achievement test and by completing French 21 with a grade of C or better. 3 class periods and 2 lab periods per week. Prerequisite: Credit for French 11.

**21. Intermediate French** 3 semester hours  
This course is designed to give further use of all verb forms and grammatical structures previously learned and to introduce new ones. The emphasis is on varied, complex sentences. 3 class periods. Prerequisite: Credit for French 11 and 12, or permission of instructor.

**22. Intermediate French** 3 semester hours  
This course is designed to help the student improve his skills in conversation and reading. Opportunities will be provided for the student to listen to others and to demonstrate understanding by providing suitable oral responses. He will be expected to read moderately difficult French texts on many subjects. 3 class periods. Prerequisite: Credit for French 11 and 12, or permission of instructor.

**31. Survey of French Literature** **3 semester hours**  
A historical treatment of the main currents of French literature before 1800, with selected readings in each period. 3 class periods per week. Prerequisites: Credit for French 21 and 22 or permission of instructor.

**32. Survey of French Literature** **3 semester hours**  
A historical treatment of the main currents of French literature from 1800 until present, with selected readings in each period. 3 class periods per week. Prerequisite: Credit for French 21 and 22 or permission of instructor.

## **Health**

**21. Health Education** **3 semester hours**  
Health Education includes a study of the systems of the human body and the diseases that affect their functions. Drugs, accidents, pollution and other environmental hazards will be viewed and related to as community and personal health problems. 3 class periods per week. Prerequisites: none.

## **History**

**11. Modern (Western) Civilization** **3 semester hours**  
c. 1300-c. 1871. A survey course tracing the political and social growth of Europe from the Commercial Revolution to the time of the Second Industrial Revolution. Lectures, readings, films, and reports. 3 class periods per week. Prerequisites: none.

**12. Modern (Western) Civilization** **3 semester hours**  
c. 1871 to the present. Beginning with a rapid survey of the American past to 1914, the course includes emphasis on such topics as the Second and Third Industrial Revolutions, the First World War, the inter-war years, the Second World War, the growth of new power relationships, contemporary economic and social problems, and the "have" and the "have not" nations. Lectures, readings, films, and reports. 3 class periods per week. Prerequisite: History 11 or permission of instructor.

**21. United States History** **3 semester hours**  
1500-1877. A course in American political and social development from the colonial period through the Reconstruction Era. Lectures, readings, films and reports. 3 class periods per week. Prerequisites: none (History 11 and 12 are strongly recommended).

**22. United States History** **3 semester hours**  
1877 to the present. Continuation of History 21. 3 class periods per week. Prerequisites: none (History 11 and 12 are strongly recommended).

## **Home Economics**

**11. Foods** **3 semester hours**  
Theory and practice in menu planning, marketing, preparation and serving of meals. A study of new equipment and appliances, together with a practical approach to meal management. Recommended for majors and non-majors. 2 class periods of lecture and 1 lab period per week. Prerequisites: none.

**12. Basic Clothing and Design** 3 semester hours

The psychological approach to the selection of clothing with emphasis upon the cultural growth and perception of the student. Laboratory work will be taught from basic stages for majors and non-majors. 1 class period and 1 lab period per week. Prerequisites: none.

**15. Survey of Interior Design** 3 semester hours

An historical survey of architecture, design concepts of interior space, great periods of furniture design, as a background for contemporary design principals. Includes a survey of the field of Interior Design as a profession and design terminology. 3 class periods per week. Prerequisite: none.

**16. Interior Design Principles** 3 semester hours

Introduction to design principles and practices including perspective measuring and scaling interior spaces, scale drawing, renderings, use of blue prints, model making, and furniture and accessory selection. Fundamentals of specifications for professional presentation, business and professional standards and ethics. 3 class periods per week. Prerequisite: Home Economics 15 or permission of instructor.

**18. Fashion Coordination** 3 semester hours

Clothing selection, coordination, evaluation and application of art principles applied to the buying of clothing for consumers and professional buyers. 3 class periods per week. Prerequisite: none.

**22. Clothing and Design (Advanced)** 3 semester hours

A more advanced study including basic tailoring. Can be elected by the student who has some skill in sewing. Basic patterns for design are used. 1 class period and 1 lab period per week. Prerequisite: Home Economics 12 or permission of instructor.



## **Journalism**

<b>31. Survey of Mass Communications</b>	<b>2 semester hours</b>
Introduction to the principles, philosophies, policies, and practices of the mass media and the allied professions of advertising, photography, and public relations.	
Prerequisite: Typing proficiency. Corequisite: Journalism 32.	
<b>32. Mass Communications Laboratory</b>	
<b>1 semester hour</b>	
Development of media newswriting skills. Prerequisite: Typing proficiency. Corequisite: Journalism 31.	
<b>33. History and Philosophy of the Mass Media</b>	<b>3 semester hours</b>
Development of the mass media in the United States from colonial times to the present. The effects of American social, cultural, political, and economic theory on the media.	
<b>35. Copyediting</b>	<b>2 semester hours</b>
Skills and techniques required in preparing stories for publication. Laboratory work includes editing various kinds of copy and writing headlines. Prerequisite: Journalism 31. Corequisite: Journalism 36.	
<b>36. Copyediting Laboratory</b>	<b>1 semester hour</b>
Editing skills. Corequisite: Journalism 35.	
<b>37. Reporting</b>	<b>2 semester hours</b>
Covering specific news assignments and writing under deadline pressure. Prerequisite: Journalism 31. Corequisite: Journalism 38.	
<b>38. Reporting Laboratory</b>	<b>1 semester hours</b>
Reporting skills. Corequisite: Journalism 37.	

## **Mathematics**

All students who take math courses at Anderson College are given a placement test. The student may begin his mathematics study at six different levels of difficulty as illustrated below.

Math 10 is a developmental, non-credit course which prepares the student for Math 11, College Algebra. Math 11 and 12, Algebra and Trigonometry, are basic courses which may or may not transfer to a senior college. Students who enter programs of study using higher math, such as engineering, will find that Algebra and Trigonometry are considered pre-college studies. Math 24, Computer Programming, is a course for Business Administration students and deals with the mathematical basis of computer programming and the programming language. Math 13 and 14, Mathematical Analysis, are courses which are required of Business Administration students in most senior institutions. It is recommended that the student who cannot begin on this level take College Algebra in preparation for Math 13 and 14. Math 21 and 22, Analytical Geometry and Calculus, are recommended for students who need a strong math background in preparation for their major.

**10. Developmental Algebra** No Credit

A thorough review of high school algebra through quadratic equations. Designed for students having poor backgrounds in algebra, or for the ones making low scores on the mathematics placement test. 3 class periods per week, lab required. Prerequisites: none.

**11. College Algebra** 3 semester hours

A basic course covering sets, real numbers, operations, order, inequalities, polynomial factoring, functions, and graphs, exponents, first and second degree equations, variation, logarithms, determinants, binomial theorem, and progressions. 3 class periods per week. Prerequisites: Good mathematics background and satisfactory grade on placement test, or satisfactory completion of Math 10.

**12. College Trigonometry** 3 semester hours

An intensive study of the trigonometric functions, radian measure, identities, equations, inverse functions, solutions of right and oblique triangles, and graphs. 3 class periods per week. Prerequisite: Mathematics 11 or equivalent.

**13. Mathematical Analysis I** 3 semester hours

An introduction to probability and statistics. Topics covered will be descriptive statistics, probability, discrete and continuous random variables, the Binomial, Poisson and Normal probability distributions. 3 class periods per week. Prerequisite: Satisfactory score on math placement test or Math 11.

**14. Mathematical Analysis II** 3 semester hours

Limits, tangents to a curve, intuitive calculus, differentiation and integration, maxima, minima, rate of change, motion, work, area under a curve and volume. Problems related to a variety of areas. 3 class periods per week. Prerequisite: Math 11 or Math 13.

**15. Math for Elementary Teachers I** 3 semester hours

Logic, sets, and the properties of the counting numbers, numeration systems. Prerequisites: Good mathematics background and satisfactory grade on placement test, or satisfactory completion of Math 10.

**16. Math for Elementary Teachers II** 3 semester hours

A continuation of Math 15. Subtraction, properties of the integers, elementary number theory, rational number system, real number system. Prerequisite: Math 15.

**18. Geometry for Elementary School Teachers** 3 semester hours

An informal treatment of aspects of geometry which are relevant to the elementary school curriculum. The topics considered include congruence, measure of segments and angles, constructions, parallels and parallelograms, similarity, space geometry, area and volumes, and measurements related to circles. (Open only to Elementary Education majors.) 3 class periods per week. Prerequisites: Good mathematics background and satisfactory grade on placement test, or satisfactory completion of Math 10.

**19. Retailer and Consumer Mathematics** 3 semester hours

Basic ideas included are checking accounts, saving accounts, borrowing, interest, installment purchases, charge accounts, home mortgages, pricing, discounts, commission, inventory, sales, purchase planning, payrolls, depreciation, and insurance. A lab is required. Prerequisite: Permission of instructor.

**21. Analytic Geometry and Calculus** 4 semester hours  
Analytic geometry of the plane, conic sections, limits, derivative and its applications, maximum and minimum problems, integration formulas and applications to areas and volumes, derivatives of exponential logarithmic and trigonometric functions. 5 class periods per week. Prerequisite: Math 11 or satisfactory score on math placement test. Corequisite: Math 12.

**22. Analytic Geometry and Calculus** 4 semester hours  
Continuation of Mathematics 21. Integration procedures, integrations by parts, algebraic substitutions, trigonometric substitutions, rational fractions, vectors and polar coordinates, limits of indeterminate forms, finite series, basic properties of continuous and differential function. Introduction to linear algebra. 5 class periods per week. Prerequisite: Math 21.

**24. Computer Programming** 3 semester hours  
Introduction to linear programming using the fortran language. The course will consist of writing programs primarily to solve mathematical and scientific problems. These problems will be run on a computer. 3 class periods per week. Prerequisite: Math 11 or permission of the instructor.

**25. Statistics** 3 semester hours  
A survey course in fundamental statistical principles with applications to social sciences and other fields. Primarily designed for students who need a working knowledge of statistics. The development of the course will assume a knowledge of finite probability. Major topics include: empirical frequency distributions, computation of descriptive statistics, basic statistical inference including estimation and testing of hypotheses, regression and correlation analysis, and contingency tables. 3 class periods per week. Prerequisite: Math 13.

**26. Calculus with Several Variables** 4 semester hours  
Topics included are sequences and series, improper integrals, vectors, vector calculus, real valued functions of several variables, multiple integration differential calculus of functions of several variables. 4 class periods per week. Prerequisite: Math 22.

## Military Science

**11. Fundamentals (Basic)** 1 semester hour  
A study of the evolution, organization, and mission of the Reserve Officers' Training Corps, the Department of Defense, and the United States Army. A detailed study of small units and an introduction to first aid. Leadership Laboratory periods provide training in basic drill and marksmanship. 1 class period and 1 lab period every other week. Prerequisites: none.

**12. National Defense (Basic)** 1 semester hour  
An introduction to the causes and principles of war and the evolution of weapons and warfare. Current events seminar, a study of leadership traits, and a preview of special army career opportunities. Leadership Laboratory periods are oriented towards Basic Drill and the army physical training programs. 1 class period and 1 lab period every other week. Prerequisites: none.

**21. Introduction to Operations and Basic Tactics and Map and Aerial Photograph Reading (Basic)**                   **1 semester hour**  
An introduction to the organization, principles, and fundamentals of small unit tactics, emphasizing the importance of fire and maneuver. Interpretation and use of maps and aerial photographs in study and evaluation of terrain. Leadership Laboratory periods provide a practical application of map reading and leadership. 1 class period and 1 lab period every other week. Prerequisites: none.

**22. American Military History (Basic)**                   **1 semester hour**  
A survey of American military history from the origins of the American Army to the present, with emphasis on the factors which led to the organizational, tactical, logistical, operational, strategic, social and similar patterns found in our present-day Army. Leadership Laboratory periods provide a practical application of small unit tactics and leadership. 1 class period and 1 lab period every other week. Prerequisites: none.

## **Music**

Anderson College offers the Associate of Fine Arts degree in music and is a member of the National Association of Schools of Music. The AFA degree in music is a university parallel transfer program in either voice, keyboard, or instrumental music. The recommended curriculum in music is listed with the other recommended curricula of the academic program. The music student will receive academic advising from the music faculty which will develop an individual course of study for the student depending upon the senior college choice and the major field of music best suited for the student.

The music department offers activities which are open to qualified students other than those who major in music. The College Choir, Wind Ensemble, Stage Band, InnerACtion Singers, Anderson Symphony Orchestra, and the Iris Walker Hand Bell Choir, are open to any student wishing to audition for membership. Student concerts, guest and faculty recitals, seasonal music programs, and the Anderson County Community Concert Series all provide opportunities for musical enjoyment, growth, and education for students, faculty, staff, and guests of the college.

**Admission Requirements:** In addition to meeting the general requirements of the college for admission, students must complete the following requirements: (1) Audition in the principal applied area. These auditions may be taken during scholarship auditions, freshman orientation week, or by appointment with the Chairman of the Fine Arts Division. (2) Take a music theory placement examination during freshman orientation week.

**Applied Music Study:** The Music Department offers applied lessons in four levels of difficulty: Performance, Principal, Pre-Principal and Secondary. The Performance Major level is for the student who is primarily interested in performance. The requirements for this program are of the highest level and admission is gained after an extensive audition before the music faculty. The Principal area is for those planning to major in music education, church music, music theory and composition and music therapy in a four-year institution. The Pre-Principal area is for those who have not reached the freshman principal level of competency, advanced secondary

music majors, and advanced non-music majors. The Secondary area is for those music majors working in their secondary applied area and for non-music majors.

**Juries:** All students taking applied lessons are required to take a jury examination at the end of each semester of study. The jury exam grade will constitute 25% of the final grade.

**Introduction to Music/Music Recital:** All students taking applied lessons are required to maintain a certain percentage of attendance at student, faculty, and guest recitals. Music majors are required to attend 80 percent of the recitals, while non-music majors are required to attend 60 percent. In addition to the recital requirements, applied music students are required to attend a certain number of outside concerts.

**Student Recital Performance:** All students on the Performance and Principal levels of competency and others selected by their teachers will perform once each semester on the student recital hour.

**Keyboard Proficiency Examination:** Music majors may choose to take the keyboard proficiency exam so as to have the opportunity to study in another secondary area, and they will have that opportunity if they pass the exam. The exam will consist of all major and minor scales hands together one octave, the primary chord progressions in all major and minor tonalities, simple folk songs with simple harmonizations, sight reading of simple hymns of up to two flat and two sharps difficulty, and repertoire up to single movements of Clementi sonatina difficulty.

**Freshman and Sophomore Recitals:** Although it is not a requirement for graduation with the AFA degree in music, a freshman or sophomore music major may give a recital upon the recommendation of his applied teacher. The length of the recital will vary between fifteen and twenty-five minutes.

## Music Courses

### Music Theory

**MUS 10. Basic Music Theory** 2 semester hours  
Introduction to music reading, including notes, scales, keys, intervals, and rhythm. The course includes a small amount of sight singing, ear training, and keyboard harmony. This course is designed for non-music majors who desire additional information about the theory of music. This course is not open to music majors for credit. 2 class periods per week. Prerequisites: none. Offered both semesters upon demand.

**MUS 11A. Elementary Written and Keyboard Harmony** 3 semester hours  
A rapid review of the fundamentals of music, such as key signature, scales, time signatures and intervals. The course is a study of definitions, tonality and its structure, triads in root position with correct doublings, spacing and voice leading, and triads in first and second inversions. Emphasis will be placed upon keyboard harmony. 3 class periods per week. Prerequisite: Passing score on Music Theory Placement Test.

**MUS 11B. Elementary Written and Keyboard Harmony      3 semester hours**

This course has the same goals and objectives as MUS 11A and will cover the same materials. It is designed for those music majors who indicated through the music theory placement test that they need further instruction in the fundamentals of music theory. 5 class periods per week. Prerequisites: none.

**MUS 12. Elementary Sight Singing and Ear Training      1 semester hour**

This course is designed for the music major's first course in elementary sight singing and ear training. Emphasis is placed upon melodic, harmonic and rhythmic materials. 2 class periods per week. Prerequisites: none.

**MUS 13. Elementary Written and Keyboard Harmony      3 semester hours**

Continuation of Music Theory 11. Phrase structure and cadences, harmonic progressions, technique of harmonization, non-harmonic tones, dominant seventh chords and elementary modulations. Continued emphasis is placed upon keyboard harmony. 3 class periods per week. Prerequisite: Music 11.

**MUS 14. Elementary Sight Singing and Ear Training      1 semester hour**

Continuation of Music Theory 12. Continued emphasis is placed upon more advanced coordination of melodic, harmonic, and rhythmic materials and their application through sight singing and ear training. 2 class periods per week. Prerequisite: Music 12.

**MUS 21. Advanced Written and Keyboard Harmony      3 semester hours**

Introduction to seventh chords, non-harmonic tones and secondary dominants, modulation to all keys and the use of borrowed chords. Advanced skill in keyboard harmony will be emphasized. 3 class periods per week. Prerequisite: Music 13 or placement test.

**MUS 22. Advanced Sight Singing and Ear Training      1 semester hour**

A continuation of Music Theory 14. Advanced materials are presented so as to place emphasis upon the application of melodic, harmonic, and rhythmic materials through sight singing and ear training. The difficulty of materials will parallel the level of work done in Music Theory 21. 2 class periods per week. Prerequisite: Music 14 or placement test.

**MUS 23. Advanced Written and Keyboard Harmony      3 semester hours**

Continuation of Music 21. Augmented sixth, neopolitan sixth, and other altered chords. Chromatic mediants, ninth, eleventh, and thirteenth chords. An introductory study is made of late nineteenth century and twentieth century compositional techniques. Advanced skill in keyboard harmony will continue to be given emphasis. 3 class periods per week. Prerequisite: Music 21.

**MUS 24. Advanced Sight Singing and Ear Training      1 semester hour**

A continuation of the skills developed in Music Theory 22. Emphasis will be placed upon an advanced degree of skill in sight singing and ear training through the use of melodic, harmonic, and rhythmic materials. The difficulty of materials will parallel the level of work done in Music Theory 23. 2 class periods per week. Prerequisite: Music 22.

Music Theory

**MUS 15. Music Appreciation (For Non-Music Majors) 3 semester hours**  
Emphasis on perceptive and enjoyable listening to music from various periods of Western Art and popular musics. Representative types and forms are listened to from recordings and live concerts in and out of class. South Carolina teacher's certificate requirement. 2 class periods per week. Prerequisite: none.

**MUS 25. Introduction to Music History and  
Related Literature**      **2 semester hours**

Historical survey of music history and literature with emphasis on representative forms and composers. This course begins with primitive and ethnic music and goes through the classical period. 2 class periods per week. Prerequisites: Music 11, 12, 13, 14.

**MUS 26. Introduction to Music History and  
Related Literature** 2 semester hours

A continuation of Music 25 covering the romantic through the modern and contemporary periods of western art music. 2 class periods per week. Prerequisites: Music 11, 12, 13, 14.

## Ensemble Courses

A maximum of 4 semester hours credit in music ensemble shall be counted toward graduation. (This would be the equivalent of four semesters in choir and four semesters of stage band.)

The ensemble courses involved are: College Choir, InnerACTION Singers, Wind Ensemble, Stage Band, Symphony Orchestra and Bell Choir.

Music students must audition for placement in either the choir or an instrumental ensemble. Students who have voice, piano, or organ as their major applied field must earn two semester hours of credit in choir. Students who have instrumental music as their applied major emphasis must earn two semester hours of credit in an instrumental ensemble.

**MUE 11. College Choir** **½ semester hour**  
Fundamental principles of choral singing, correct pronunciation, purity of tone and elasticity of rhythm are stressed. Repertoire includes church music, part songs, popular music, and secular choruses. Membership is open to all who qualify. 3 class periods per week plus special rehearsals, performances, and music department tour. Prerequisite: Audition. Repeatable.

**MUE 13. InnerAction Singers** **½ semester hour**  
This small ensemble studies and performs sacred and secular literature. The small vocal ensemble will act as public relations organization for Anderson College as well as a group for learning correct choral techniques. 2 class periods per week, special rehearsals, performances and music department tour. Prerequisites: Audition and enrollment in MUE 11. Repeatable.

**MUE 15. Wind Ensemble****½ semester hour**

Fundamentals of instrumental performance techniques, an increased knowledge of band literature, and a development of individual and group proficiency are the major goals of this performance organization. The Wind Ensemble is open to all Anderson College students with an instrumental background. Smaller instrumental groupings are organized according to need and availability. 2 class periods per week, special rehearsals, and college, public school and public performances. Prerequisite: Audition. Repeatable.

**MUE 17. Stage Band****½ semester hour**

The Stage Band attempts to reach the same musical goals as those set for the Wind Ensemble. The major difference between the two groups is the literature studied and performed. The Stage Band member will develop an increased knowledge of big band, jazz, and popular music literature. Smaller jazz groups can be organized from the larger band according to need and availability. The Stage Band is open to all Anderson College students with an instrumental background. 2 class periods per week, special rehearsals, and college, public school and public performances. Prerequisite: Audition. Repeatable.

**MUE 19. Anderson Symphony Orchestra****½ semester hour**

This is an area-wide symphony orchestra made up of adults, college-age young people and selected high school students. It performs an average of three concerts a year. Anderson College students selected for this group by audition may select to take this ensemble as an elective, while string players enrolled at Anderson College will perform in this group as their instrumental ensemble. 1 class period from 7:30-9:30 p.m. on Monday evening, special rehearsals and performances through the year. Prerequisite: Audition. Repeatable.

**MUE 20. Iris Walker Handbell Choir****½ semester hour**

Fundamentals of handbell ringing are discussed and practiced. A wide variety of handbell repertoire is performed. Membership is open to the sophomore theory class and to all others who qualify. 3 periods of practice per week plus special rehearsals, performances alone and with College Choir and InnerAction, and music department tour. Prerequisite: Member of sophomore theory class or audition. Repeatable.



## **Applied Music Courses**

The Music Department offers private and/or class lessons in piano, organ, voice, stringed and band instruments. The status levels of these courses appear above in the section entitled Applied Music Study.

Practice and lesson length: MUA 15, 16, 25 and 26; two 45-minute lessons a week and fourteen hours practice a week. MUA 13, 14, 23, and 24: One sixty-minute lesson a week and ten hours practice a week. MUA 12: One sixty-minute lesson a week and eight hours practice a week. MUA 11: One one-half hour lesson a week and five hours practice a week.

Listed below are the applied area courses and representative literature for music majors in piano, organ, voice, a selected stringed instrument and selected band instruments. Information on the other levels of applied lessons can be obtained from the music faculty member teaching in that area.

Literature for all MUA 15, 16, 25 and 26 courses will be individually selected for each student.

All applied courses with the exception of MUA 15, 16, 25 and 26 are repeatable.

**MUA 10. Introduction to Music and Recital** **no credit**  
This series of music lectures, class lessons and recitals are held each Wednesday during the semester. Careers in music, music terms and fundamentals, music forms are some of the subjects covered in the lectures. Each applied teacher will have class lessons during this Wednesday period once a month. Student recitals, faculty recitals, guest recitals, and freshman recitals will comprise the other Wednesday period. 4 Wednesday classes per month. Prerequisites: none. Repeatable.

### **Piano**

**MUAP 11. Pre-Principal Music Major, Secondary Music Major and Non-Music Majors in Piano** **1 semester hour**

**MUAP 12. Pre-Principal Music Major, Advanced Secondary Music Major and Advanced Non-Music Majors in Piano** **2 semester hours**  
Scales, arpeggios, technical studies; Bach, Clementi, and Mozart sonatinas; appropriate 19th and 20th century repertoire.

**MUAP 13 and 14. Freshman Piano Principal Majors** **2 semester hours**  
Bach Two Part Inventions: Haydn, Mozart, Beethoven easier sonatas; appropriate 19th and 20th century repertoire.

**MUAP 15 and 16. Freshman Piano Performance Majors** **3 semester hours**

**MUAP 23 and 24. Sophomore Piano Principal Majors** **2 semester hours**  
Bach, Two and Three Part Inventions, Well-Tempered Clavier; Haydn, Mozart, Beethoven Sonatas, romantic and modern compositions.

**MUAP 25 and 26. Sophomore Piano Performance Majors** **3 semester hours**

## **Organ**

**MUAO 11. Pre-Principal Music Major, Secondary Music Major  
and Non-Music Major in Organ** 1 semester hour

**MUAO 12. Pre-Principal Music Major, Advanced Secondary Music Major  
and Advanced Non-Music Majors in Organ** 2 semester hours

**MUAO 13 and 14. Freshman Organ Principal Majors** 2 semester hours  
Cleason: Method of Organ Playing; Bach: Eight Little Preludes and Fugues, Orgelbuchlein, Preludes and Fugue in E Minor (Lesser) Fugue in G Minor, chorale, Herzlich thut mich verlangen; Dupree; Antiphon; hymn-playing.

**MUAO 15 and 16. Freshman Organ Performance Majors** 3 semester hours

**MUAO 23 and 24. Sophomore Organ Principal Majors** 2 semester hours  
Bach: Schubler Chorales, Trio Sonata No. 1 in E Flat, Orgelbuchlein; Buxtehude: Prelude, Fugue and Chaconne; Frescobaldi: Toccata per l'Elevazione; Brahms: Chorale preludes; Franck: Cantabile.

**MUAO 25 and 26. Sophomore Organ Performance Majors** 3 semester hours

**MUAH 11. Harpsichord** 1 semester hour  
Pre-principal music major, secondary music major and non-music major in harpsichord. This is an introductory course to the harpsichord and harpsichord playing. Materials covered will include articulation, fingering, mechanics of the instrument, and tuning and care of the harpsichord. Repertory will include short pieces by Bach, Telemann, Couperin, Scarlatti, and Rameau, among others. Prerequisite: Same audition as required of organ students. Repeatable.

## **Voice**

**MUAV 11. Pre-Principal Music Major, Secondary  
Music Major and Non-Music Majors in Voice** 1 semester hour

**MUAV 12. Pre-Principal Music Major, Advanced Secondary Music  
Major and Advanced Non-Music Majors in Voice** 2 semester hours

**MUAV 13 and 14. Freshman Voice Principal Majors** 2 semester hours  
Primary aims are mental and physical coordination in singing, vocal technique, freeing of the voice, placement, support, and flexibility. Song materials such as Passing By by Purcell, Caro Mio Ben by Giardani, Sure on this Shining Night by Barber, and Setum ami by Pergolesi are studied.

**MUAV 15 and 16. Freshman Voice Performance Majors** 3 semester hours

**MUAV 23 and 24. Sophomore Voice Principal Majors** 2 semester hours  
A continuation of vocal techniques is emphasized. Song materials such as The Owl is Abroad by Purcell, Come Unto Him by Handel, Die Lotusblume by Schumann, Beau Sor by Debussy and Silent Noon by Vaughan Williams are studied.

**MUAV 25 and 26. Sophomore Voice Performance Majors** 3 semester hours

## **Band Instruments**

**MUAB 11 (followed by instrument).**

**Pre-Principal Music Major, Secondary Music Major  
and Non-Music Majors in Instrumental Music**      1 semester hour

**MUAB 12 (followed by instrument).**

**Pre-Principal Music Major, Advanced Secondary Music Major,  
Advanced Non-Music Majors in Instrumental Music**    2 semester hours

**MUAB 13 and 14 (followed by instrument).**

**Freshman Instrumentalist Principal Majors**      3 semester hours

**MUAB 15 and 16 (followed by instrument).**

**Freshman Instrumentalist Performance Majors**      3 semester hours

**Freshman Flute Principal**

**2 semester hours**

Study of scales and arpeggios. Studies from Anderson, Altes, or Boehm; Handel Sonatas or equivalent.

**Freshman Trumpet Principal**

**2 semester hours**

Studies in phrasing, general technical problems, tonguing, scales and transposition. Etudes by Arban, Clarke, and Schlossberg. Solos by Ropartz, Fitzgerald and other pieces of similar difficulty.

**Freshman Trombone Principal**

**2 semester hours**

Scales and tonguing problems. Etudes and technical studies from Arban, Cornette, Rochut Melodious Etudes Book I Mantia the Trombone Virtuso. Beginning studies in tenor clef. Solos by Bach, Barat and other pieces of similar difficulty.

**MUAB 23 and 24 (followed by instrument).**

**Sophomore Instrumentalist Principal Majors**      3 semester hours

**MUAB 25 and 26 (followed by instrument).**

**Sophomore Instrumentalist Performance Majors**      3 semester hours

**Sophomore Flute Principal**

**2 semester hours**

Study of scales and arpeggios in various articulations. Technical studies from Andersen. Bach sonatas and Telemann sonatas or equivalent.

**Sophomore Trumpet Principal**

**2 semester hours**

Continuation of technical studies, transposition and scales. Study of excerpts from orchestral literature. Etudes from and by Schlossberg, Clarke and Sachse. Solos by Goevens, Balay, Clergue and other pieces of similar difficulty.

**Sophomore Trombone Principal**

**2 semester hours**

Continuation of scales and tonguing problems. Etudes, technical and legato studies from Cornette, Mantia, Blume, Rochut Book II, and Arban. Continuation of clef studies. Solos by Guilmant, Barat, McKay and other pieces of similar difficulty.

## **Stringed Instruments**

**MUAS 11. Pre-Principal Music Major, Secondary Music Major**

**and Non-Music Majors in Stringed Instruments**      1 semester hour

**MUAS 12. Pre-Principal Music Major, Advanced Secondary Music Major,  
Advanced Non-Music Majors in Stringed Instruments      2 semester hrs**

**MUAS 13 and 14 (followed by instrument).**      Freshman String Principal Majors      2 semester hours

**MUAS 15 and 16 (followed by instrument).**      Freshman String Performance Majors      3 semester hours

**Freshman Violin Principal**      2 semester hours  
Etudes and technical exercises (all major and minor scales and arpeggios by memory). Sonatas by Mozart or equivalent; concerti by Biotti or equivalent. Pieces of similar difficulty by classical and modern composers.

**MUAS 23 and 24 (followed by instrument).**      Sophomore String Principal Majors      2 semester hours

**MUAS 25 and 25 (followed by instrument).**      Sophomore String Performance Majors      3 semester hours  
Continued technical work as included in S11 and S12. Two sonatas by Beethoven or equivalent; concerto by Mozart or equivalent. Pieces of similar difficulty by romantic and modern composers.

## **Physical Education**

The objective of the physical education curriculum is to provide a balanced experience for all students which includes an awareness of personal physical fitness, introduction to a lifetime sport which will enable them to maintain good physical health, an appreciation of and understanding of team sports from the viewpoint of both spectator and participant, and activity which will enrich their experience of living while in college.

To accomplish this objective the requirements in physical education for all students are as follows:

1. All *students* must take one physical education course to meet graduation requirements.
2. *Varsity athletes* will receive a maximum of two semester hours credit for participation in their sport, one hour of credit for each academic year of participation. Their credit for P.E. through participation in their sport will be certified by their coach and the head of the Division of Health and Physical Education at the end of the year in which they receive the credit. To receive credit the athlete must be listed on the eligibility list for the sport for the entire season. The season will be determined by the dates on the eligibility list.
3. A student may elect as many courses in P.E. as he wishes, however, a *maximum of four semester hours credit* will be accepted for graduation.
4. *Exceptions.* Students following the one-year secretarial science curriculum will not be required to take physical education.

Veterans and students with chronic physical handicaps may be excused by the physical education department by presenting written requests to the department head.

**5. ROTC may be substituted for the Physical Education requirement.**

Students will receive semester hours and grades in physical education. Grading will be on the basis of attendance, participation, and progress made in skill and understanding.

Physical Education courses numbered 18, 23, 35, 36 and 41 require the use of off-campus facilities. Students in these classes pay a special fee for the use of the facilities and equipment.

**11. Foundations of Physical Education**

**1 semester hour**

To aid the student, through concepts of physical education, in becoming more physically fit; to help the student become more knowledgeable about the values of physical education and to acquaint the student with the "why" and "how" of physical fitness. Optimal healthy living is the overall aim and desire. 2 class periods per week. Prerequisite: none.

**14. Basketball**

**1 semester hour**

The class will consist of lectures regarding interpretation of rules, as well as floor participation in basic fundamentals and advanced systems of play. 2 class periods per week.

**16. Volleyball**

**1 semester hour**

A team sport presented to give the student a knowledge, and ability as a player, of a recreational activity that may be used to develop physical and social fitness while a student and throughout adult life. Rules and basic skills will be presented as the students perform in a game situation. 2 class periods per week.

**17. Tennis**

**1 semester hour**

To present tennis in such a way that the student will develop enough skill to perform as a player and will utilize this ability in adult life. Tennis is considered one of the best "carry-over" sports and will be presented with this in mind. Singles and doubles will be played by the students. 2 class periods per week.

**18. Bowling**

**1 semester hour**

Bowling is presented to the student with the carry-over importance stressed. It is a recreational outlet that may be participated in by young people, older adults, invalids, and handicapped people. An overall history, demonstration, student participation at the regulation bowling alley, and instructions in scoring will be given. 1 class period per week.

**23. Swimming**

**1 semester hour**

Swimming is presented as a sport and recreational activity that may be enjoyed by all, and the student is given a very thorough demonstration of the dangers and safety procedures involved in water sports. Beginners will be taught swimming for survival. Advanced students will be drilled in strokes and skill development used in the olympic games. 1 class period per week.

**24. Karate**

**1 semester hour**

In Karate the student will demonstrate the basic fundamental techniques of empty hand combat as performed in International GoJu Karate-Do (Japanese Style). 2 class periods per week.

**31. Judo**

**1 semester hour**

The basic techniques of judo will be practiced in the forms of throwing and falls, grappling, and strangling. 2 class periods per week.

<b>33. Weight Lifting</b>	<b>1 semester hour</b>
Students will demonstrate values of building muscle strength, endurance, and cardio-vascular pulmonary efficiency through weight training.	
<b>34. Slimnastics</b>	<b>1 semester hour</b>
Students will be given a proper insight into weight control through various exercises and nutritional eating habits. The main objective is to lose weight and maintain the loss.	
<b>35. Snow Skiing</b>	<b>1 semester hour</b>
Students in a concentrated course in snow skiing will spend 5 days (usually during the winter holidays) at the French-Swiss Ski College in Blowing Rock, N.C. More information may be obtained from the division head of health and physical education.	
<b>36. Roller Skating</b>	<b>1 semester hour</b>
Students will develop and maintain a measurable skill in roller skating as a carry-over sport in recreation.	
<b>37. Quit Smoking</b>	<b>1 semester hour</b>
This course is primarily designed for, but not limited to, students who smoke and who want to enjoy better health and break the habit of smoking. The course will include classroom presentations of facts about smoking and physical fitness activities to increase the physical vitality of the participants. A major objective of the course will be to enable the smokers who enroll to break the habit. Persons who do not smoke and wish to learn how others may be helped through such a program should enroll also. 2 class periods per week. Prerequisites: none.	
<b>38. Cheerleading</b>	<b>1 semester hour</b>
This is a course for the students selected as cheerleaders. Students use the class time to receive instruction, work up and practice their routines. One semester hour credit will be awarded for a year's participation. Credits and grades will be certified by the head of the Physical Education Department as in the case of athletes.	
<b>39. Square Dancing</b>	<b>1 semester hour</b>
American western square dance is taught at current popular club level for beginners to graduate level. Western mainstream and Plus one-plus two will be taught if students advance to this level. Some rounds will be offered for variety.	
<b>40. Aerobics</b>	<b>1 semester hour</b>
Objectives for aerobic movement include: Reaching a level of physical fitness through exercise, lowering the level of heart rate, developing personal and social interaction with others while improving skills that are life long.	
<b>41. Equitation (Horsemanship)</b>	<b>1 semester hour</b>
Students may enter this course at three levels: beginner, intermediate, or advanced. Both mounted and unmounted techniques of horsemanship will be demonstrated with about two-thirds of class time mounted and one-third unmounted. There will be groupings of five students in each class.	

## **Physical Science**

The two courses in physical science are intended for non-science majors. They are non-mathematical descriptive courses combining the disciplines of chemistry, physics, astronomy and geology. They meet the requirements of one year of a physical science for students majoring in business administration and education.

### **11. Survey of Physical Science                          4 semester hours**

A study of the principles of astronomy and physics as they describe the physical environment. The application of these principles is made in laboratory work. 3 class periods and 1 lab period per week. Prerequisites: none.

### **12. Survey of Physical Science                          4 semester hours**

A study of the principles of chemistry and geology as they describe the physical environment. Emphasis is on the use of the scientific method in describing, understanding, and using the environment. 3 class periods and 1 lab period per week. Prerequisites: none.

## **Physics**

### **21. General Physics                          4 semester hours**

Study of fundamental principles of mechanics; vectors; wave motion and sound. How the scientific method has contributed to man's thinking; how physics applies to everyday life. 3 class periods and 1 lab period per week. Prerequisite: Math 12 or permission of instructor.

### **22. General Physics                          4 semester hours**

Introduction to electricity, magnetism, and light. 3 class periods and 1 lab period per week. Prerequisite: Physics 21.

## **Political Science**

### **11. American National Government                          3 semester hours**

This course includes a study of the constitutional basis of our national government followed by a survey of its organization, functions, and services. Selected problems and attention to current affairs are included. 3 class periods per week. Prerequisites: none.

### **12. State and Local Government                          3 semester hours**

This course is a survey of the constitutional basis, structure, and functions of state and local governments in the United States. 3 class periods per week. Prerequisites: none.

## **Psychology**

### **11. General Psychology                          3 semester hours**

General Psychology is an introductory survey course of the scientific study of human behavior, including its history and methodologies. All areas of psychology such as learning, perception, motivation and emotions are explored in the light of human growth and maturity. The study of man's abilities as well as his emotional reaction to frustration gives added insight into ego defense mechanisms, mental health and mental illness. 3 class periods per week. Prerequisites: none.

**13. Adolescent Growth and Development** 3 semester hours  
A study of the development during the adolescent years including the biological development, the emotional development, and the social relationships giving particular attention to the adjustment problems of youth. Prerequisite: Psychology 11.

**21. Psychology of Human Development** 3 semester hours  
A course in life span development which views life as a series of creative, related, but distinctive phases that permits persons to continue growing and searching for new meaning and levels of happiness throughout the life span and during the process of dying.

**22. Personality** **3 semester hours**  
This course presents a study of personality in personal and social adjustment. Emphasis is placed upon motivation in human goals and the dynamics in adjustment demands, as well as the faulty patterns of adjustment. The dynamics of adjustment are applied to achieving intellectual, emotional and social competence in group living, marriage, and vocation. 3 class periods per week. Prerequisite: Psychology 11.

## Reading

**10. Reading** no credit  
Non-credit developmental (remedial) course *required* for those students whose reading test scores indicate a need for the course. 3 class periods per week.

**13. College Reading** **3 semester hours**  
This course is designed to improve reading and study efficiency. The class size is small, enabling each student to have his/her reading and study skills diagnosed and to be provided individualized instruction. In class, the student works in several college-oriented programs which stress comprehension, vocabulary, and speed. Students also receive lessons in listening skills and information on how to study. Outside the class, the student is expected to listen to a cassette program which emphasizes comprehension and vocabulary development. 3 class periods per week.  
Prerequisites: none.

**14. College Reading** 2 semester hours  
A continuation of Reading 13, this course is designed to increase further the student's vocabulary, comprehension, and rate of reading. Special work with a controlled reader is available, and specific training in listening and note-taking is given. 3 class periods per week. Prerequisite: Reading 13.

**13H. Honors Reading** **3 semester hours**  
This course is designed to help excellent students become superior students. Each student is thoroughly pre-tested and begins work at his/her own level of achievement, with specific goals set for each individual. Admission to the course is by invitation only. Enrollment is limited and open only to those students who have a 3.5 or better GPA. 3 class periods per week. Prerequisite: permission of instructor.

**14H. Honors Reading** **2 semester hours**  
A continuation of Honors Reading 13H, with emphasis on supervised, independent study. Students, working closely with the instructor, establish individual goals and plan their class time accordingly (usually 2 periods per week). 2 class periods per week. Prerequisite: Honors Reading 13H.

**15. How to Study in College** **1 semester hour**  
This course is designed to help students with average and above average reading ability approach college work more efficiently. The course emphasizes development of reading rate flexibility, preparation for exams, and test-taking skills. Also included are note-taking and an organized approach to reading and study. 1 class period per week. Prerequisites: none.

## **Religion**

**11. Old Testament History** **3 semester hours**  
The aim of this course is to give a clear and consecutive view of Old Testament history in its broad outlines. 3 class periods per week. Prerequisites: none.

**12. New Testament History** **3 semester hours**  
This course is introduced by a study of the Roman world at the time of Christ. An account of Christ's life and teachings forms the most important part of the work. This is followed by an outline of apostolic history. 3 class periods per week. Prerequisites: none.

**14. The Life and Teachings of Jesus** **3 semester hours**  
This course includes a survey of the life and ministry of Jesus and an interpretation of His teachings. Some attention is given to the approaches to the study of the life of Jesus developed in the present century. 3 class periods per week. Prerequisite: Religion 11, 12, or 13.

**15. The Life and Letters of Paul** **3 semester hours**  
This course includes a survey of the life of Paul with special attention given to an exposition of Paul's letters. 3 class periods per week. Prerequisite: Religion 11, 12, or 13.

**16. Dimensions of Ministry** **1 semester hour**  
This In-Service Guidance course will introduce the student to what is involved in Christian ministry. 1 class meeting per week. Credit cannot be used to meet six hours in Religion required for graduation.

**17. The Helping Process** **1 semester hour**  
This course for students in the In-Service Guidance program will review the social dimensions of ministry, individual concerns, and relationships. 1 class meeting per week. Credit cannot be used to meet six hours in Religion required for graduation.

**18. Vocations in Ministry** 1 semester hour

This course will review the requirements and functions for the various professions and opportunities in ministry. Designed for In-Service Guidance students. 1 class meeting per week. Credit cannot be used to meet six hours in Religion required for graduation.

**19. Baptist History and Polity** 1 semester hour

A survey of Christian history from the beginning to the present day with emphasis on the development of church organization and structure. For students in the In-Service Guidance program. 1 class meeting per week. Credit cannot be used to meet six hours in Religion required for graduation.

**22. Christian Doctrines** 3 semester hours

This course is a study of the basic beliefs of Christians with special reference to Baptist emphases. 3 class periods per week. Prerequisite: Religion 11, 12, or 13.

**23. Old Testament Prophets** 3 semester hours

This course is a study in the prophetic literature of the Old Testament in its historical setting. Special attention is given to the interpretation of selected texts. 3 class periods per week. Prerequisite: Religion 11 or 13.

**24. Biblical Archaeology and Geography** 3 semester hours

This is a travel seminar under the direction of an Anderson College faculty member. A bibliography of required readings is provided for the student before the tour. The student prepares a notebook of the travel experience and stands a written examination at the conclusion of the tour. Class meetings to be arranged. Prerequisites: none.

**27. Hebrew Poetry and Wisdom Literature** 3 semester hours

This course includes a description of the elements of Hebrew poetry and nature of wisdom literature. Selected portions of Job, Psalms, Proverbs, Ecclesiastes, and the Song of Solomon are investigated. 3 class periods per week. Prerequisite: Religion 11 or 13.

## Sociology

**13. Introductory Sociology** 3 semester hours

This course provides a reasonably compact survey of the main cultural factors and social structures of society. Basic concepts and descriptive materials are presented. 3 class periods per week. Prerequisites: none.

**14. Social Problems** 3 semester hours

Contemporary social problems in the United States are presented, along with the scientific procedures by which these problems continue to be studied. 3 class meetings per week. Prerequisite: Sociology 13 or permission of instructor.

**21. Marriage and the Family** 3 semester hours

This is a one semester course which focuses upon the American family. Various cross-cultural emphases are made but attention will be upon the various historical, religious, cultural and sociological factors of the contemporary family in the United States. 3 class periods per week. Prerequisite: Psychology 11 or Sociology 13.

## **Spanish**

### **11. Elementary Spanish**

**4 semester hours**

This course is for students with little or no previous experience with the language. The basic approach to this course is centered around the grammatical structure of the Spanish language and its pronunciation. A student may exempt this course, for credit, by making a satisfactory score on the placement test and by completing Spanish 12 with a grade of C or better. 3 class periods and 1 hour of lab work per week. Prerequisites: none.

### **12. Elementary Spanish**

**4 semester hours**

This course is a continuation of Spanish 11. The grammatical concepts studied previously are expanded here for a better understanding of the language. Upon completion of this course the student will have acquired a fundamental basis of the grammatical structures and sounds of the Spanish language. A student may exempt this course, for credit, upon making a satisfactory score on the placement test and by completing Spanish 21 with a grade of C or better. 3 class periods and 1 hour of lab work per week. Prerequisite: Credit for Spanish 11.

### **21. Intermediate Spanish**

**3 semester hours**

This course is intended to help the student to apply his grammatical skills through the reading and writing of the Spanish language. The short reading selections should help the student to increase his present vocabulary. 3 class periods per week. Prerequisites: Passing grade for Spanish 11 and 12 or satisfactory score on the placement test.

### **22. Intermediate Spanish**

**3 semester hours**

As a continuation of Spanish 21, this course includes an additional selection of reading materials, but its emphasis is placed upon the speaking aspect of the language. The oral-aural practice of this course enables the student to participate in conversational Spanish. 3 class periods per week. Prerequisite: Credit for Spanish 21.

## **Speech**

### **11. Fundamentals and Principles of Speech**

**3 semester hours**

The scope of this course includes approaching the study of speech, constructing the speech, delivering the speech, securing audience response, developing the philosophy of speech. 3 class periods per week. Prerequisites: none.

## Theater

### 23. Introduction to Theater

3 semester hours

The history and theory of theater in the areas of inner resources, movement, oral interpretation, characterization, playing the part, makeup, costuming, directing, sets and lights, production, and dramatic criticism. 3 class periods per week. Prerequisites: none.

### 24. Theater Production

1 semester hour

This course will deal with the technical aspects of play production: lighting, staging, makeup, costumes, set design and construction. Students will work a minimum of 42 hours in an acting or technical capacity on a major production. May be repeated for credit, credit hours earned for this course not to exceed one hour per semester. A maximum of four semester hours for this course may be presented for graduation.

### 25. Beginning Acting

3 semester hours

Students learn the basic techniques and exercises employed in developing physical actions into the inner resources used in character creation. The Stanislavsky system is emphasized. Students participate in one-act and major theater productions. Prerequisite: Theater 23 or consent of instructor.





# Personnel

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